E-rate: What's New for 2020?

Get your library's piece of the E-rate pie!

Christa Porter
Nebraska Library Commission
November 5, 2019

What is E-rate?

- Federal program that provides discounts to assist most schools and libraries in the United States (and U.S. territories) to obtain affordable telecommunications and Internet access.
- Funded through the **Universal Service fee** charged to companies that provide telecommunications services.

Who runs the E-rate program?

- **FCC - Federal Communications Commission,** an independent U.S. government agency, oversees the E-rate program – sets rules and policies
- **USAC - Universal Service Administrative Company,** a not-for-profit, is responsible for the day-to-day administration of the E-rate program
- **SLD - Schools and Libraries Division** is the part of USAC with responsibility for E-rate

Who can apply?

- Libraries and library systems
  - Must be eligible for LSTA funds
  - **In Nebraska – all public libraries are eligible**
- Schools and school districts
- Consortia – groups of eligible entities that band together to aggregate demand and negotiate lower prices

Funding Year

- Commitments for E-rate are made by **Funding Year**, which runs from July 1 through the following June 30
  - **FY 2020 is July 1, 2020 – June 30, 2021**
- Funding available:
  - $3.99 billion, adjusted annually for inflation

Calculate Your Discount

Discounts

How much of a discount can my library receive?

- Discounts range from **20% to 90%**
- Discount for a library depends on:
  - Percentage of K-12 students eligible for **National School Lunch Program (NSLP)** in the school district in which the library is located - can't include PreK
  - **Urban** or **rural** location of the library

Calculate Your Discount – 3 Steps

1. Find your **NSLP** data on the Nebraska DOE website: https://www.education.ne.gov/dataservices/data-reports/
2. Check your Urban/Rural Status in the **Lookup Tool** –
   - ➢ https://sltools.universalservice.org/portal-external/urbanRuralLookup/
   - Based on 2010 U.S Census data. The FCC defines **Urban** areas as areas with populations equal or greater then 25,000. **Rural** encompasses all territory not in an urban area.
3. Use the **Discount Matrix** to determine your discount.

Discount Matrix

INCOME Measured by % of students eligible for the National School Lunch Program (NSLP)	CATEGORY ONE (C1)		CATEGORY TWO (C2)	
	URBAN Discount	RURAL Discount	URBAN Discount	RURAL Discount
Less than 1%	20%	25%	20%	25%
1% to 19%	40%	50%	40%	50%
20% to 34%	50%	60%	50%	60%
35% to 49%	60%	70%	60%	70%
50% to 74%	80%	80%	80%	80%
75% to 100%	90%	90%	85%	85%

Note lower top discount rate for Category Two services.

Eligible Services List

What is "E-rate-able"?

The FCC publishes the **ESL - Eligible Services List** each year.

The list can be found on the SLD website in PDF format:

➢ http://www.usac.org/sl/applicants/beforeyoubegin/eligible-services-list.aspx

Eligible Services List

- **Category One** - services providing high-speed connectivity ***to*** the building
- **Category Two** - services providing high-speed connectivity ***throughout*** the building

Category One

Digital transmission services and Internet access services – basically anything that provides high speed broadband.

- Broadband over Power Lines
- Cable Modem
- DSL
- DS-1, DS-2, DS-3
- Ethernet
- Fiber (Lit and Dark)
- Integrated Services Digital Network (ISDN)
- Satellite Services
- T-1, T-3, Fractional T-1 or T-3
- Wireless Service (e.g. microwave)

Fiber Options

- **Lit Fiber:** Fiber-based broadband service, owned and managed by service provider. Customer pays a recurring fee to use the network.
- **Dark Fiber:** Customer leases a portion of a provider-owned and maintained fiber network and pays to have that fiber lit (turned on) in order to use that fiber.
  - Program rules require applicants considering a Dark Fiber solution for their connectivity must also request bids for a Lit Fiber solution - Use the "Leased Dark Fiber and Leased Lit Fiber" drop-down option in EPC when submitting the FCC Form 470.

Special Construction

Special construction refers to the upfront, non-recurring costs associated with the installation of new fiber to or between eligible entities.

- Special construction charges eligible for Category One support consist of three components:
  1. construction of network facilities;
  2. design and engineering; and
  3. project management.
- Special construction **may begin six months prior to the July 1 start of the funding** year – so, after January 1

Category One – Voice Services

- **No longer eligible as of FY 2019**
- Focus on providing support for Broadband
  - To close the Wi-Fi gap
  - To make E-rate dollars go farther
  - Discount rate was reduced by 20 percentage points each funding year, until all voice services were completely phased out.
  - Working so far!
    - Enough money to fund all applications - demand did not outstrip available funds.

Category Two

- Category Two includes equipment and services needed to bring broadband into and throughout libraries.
- Includes **Internal Connections, Managed Internal Broadband Services,** and **Basic Maintenance of Internal Connections**.

Category Two

Eligible Internal Connections

- Access points
- Antennas
- Cabling
- Caching
- Firewalls
- Network switches
- Routers
- Racks
- Uninterruptible Power Supply/Battery Backup
- Wireless LAN Controllers
- Improvements, upgrades and software necessary to support eligible broadband internal connections components

Category Two

Managed Internal Broadband Services (eg. Managed Wi-Fi)

- Services provided by a third party
  - Operation
  - Management
  - And/or monitoring of eligible broadband internal connection components
- The third party may manage the library's equipment or provide the equipment as part of a lease.

Category Two

Basic Maintenance of Internal Connections

- Support for basic maintenance of eligible internal connections such as
  - Repair and upkeep of hardware
  - Wire and cable maintenance
  - Basic tech support
  - Configuration changes
- Support for BMIC is limited to actual work performed under the contract

Miscellaneous

Could fall into either Category One or Two

- Taxes, surcharges and other similar reasonable charges
- Lease fees to rent or lease eligible components
- Shipping charges
- Training
- Installation and configuration
  - *New* Installation may be provided by a third party – previously it had to be part of the contract when you purchased the equipment. Now you can have someone else install the equipment.

Broadband Toolkit

Toward Gigabit Libraries Toolkit - Designed for small, rural, and tribal libraries with limited IT support.

- Free, Open Source. Funded by IMLS
- Learn about your broadband infrastructure and IT environment by answering guided questions
  - Technology Inventory
  - Broadband Services and Operational Support
  - Funding Opportunities
- Broadband Improvement Plan
- https://www.internet2.edu/research-solutions/community-projects/toward-gigabit-libraries/

Category Two Budgets

Category Two Budgets

What are Category Two budgets?

- USAC calculates a five-year budget for Category Two products and services for each library.
- The library can receive discounts on the cost of C2 services up to its C2 budget amount.
- Products and services ordered in excess of an entity's C2 budget will not receive E-rate discounts.

Category Two Budgets

How much is my budget?

For FY 2019, the **pre-discount** budget for a library is calculated by multiplying the total area in square feet – including all areas enclosed by the outer walls of the library and occupied by the library – by $2.45, with a minimum of $9,793.04.

- C2 budget multiplier is adjusted each year for inflation.
- Budgets are recalculated every year based on current square footage, and can go up or down.

Category Two Budgets

How much is my budget?

Example: Your library is 3,500 square feet.

- 3,500 square feet x $2.45 per square foot = $8,575.
- However, there is a $9,793.04 minimum budget. Since the result of the calculation is less than $9,793.04, the pre-discount budget is $9,793.04.
- At a 50% discount rate, the library will receive $4,896.52 in E-rate funds to spend on Category Two services for the next 5 years: $9,793.04 x 0.5 = $4,896.52.

Category Two Budget Pilot

- **2019 was the last year of the 5 year budget pilot.**
- Still waiting for official release of FCC order on the future of Cat 2 budgets.
- But, draft states 'we now propose to make the category two budget approach permanent'

CIPA and Filtering

CIPA/NCIPA Compliance

(Children's Internet Protection Act)

Compliance with CIPA required for:

- Internet access
- Internal connections

CIPA requires:

- Internet Safety Policy
- Technology Protection Measure
- Public Notice and Meeting/Hearing

SLD information on CIPA:

- http://www.usac.org/sl/applicants/step05/cipa.aspx

E-rate Forms

E-rate Forms

470 → 471 → 486 → 474 / 472

Competitive Bidding	Apply for Discounts	Start Services	Invoice USAC
"I want a service."	"I have chosen a service provider."	"I am receiving the service."	"I am paying my bills – give me my money!"

New: **Form 498** – to provide bank information for direct reimbursement payments (472 - BEARs).

Document Retention

- Libraries must retain copies of any E-rate paperwork that supports current year for **10 years** after the **last date of service**.
  - FY 2020: this is at least **June 30, 2031**.
  - E.g., Contract from 2010 for recurring services, used to support FY 2020 FRNs, must be kept until at least **June 30, 2031**.
- Exception: CIPA documentation – keep forever.
- Documents may be retained in electronic or paper format.

Document Retention

You must retain:

- FCC Forms and letters received from USAC (e.g., FCC Forms 470, 471, 486)
- Any other USAC correspondence.
- Copies of bids.
- Contracts/service agreements signed with service providers.
- Correspondence with service providers regarding bidding process.
- Copies of bid matrix or decision process for selecting winning bid.
- Proof of delivery of the service and/or equipment.

EPC – The E-rate Portal

E-rate Productivity Center (EPC)

Starting in FY 2016,
almost all forms are filed via the
E-rate Productivity Center (EPC).

➢ http://portal.usac.org

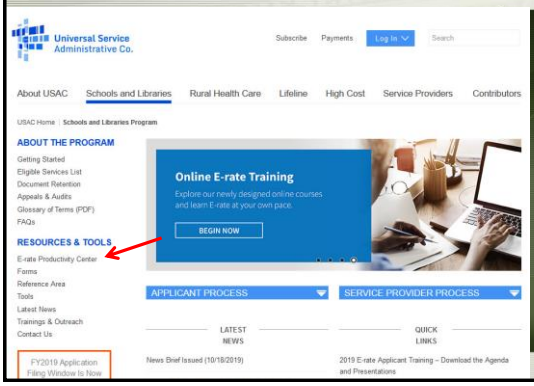
Advantages of EPC

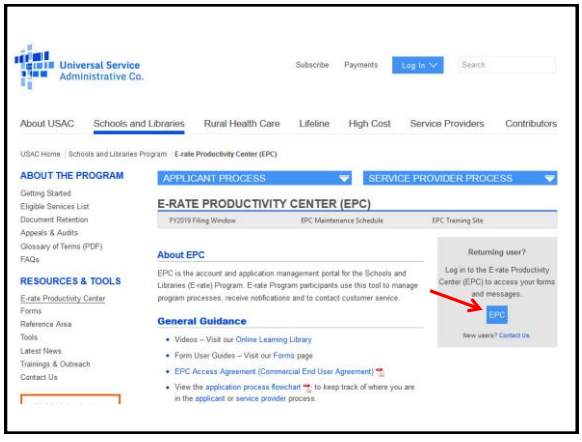
- One online location for all program activities.
  - Complete and certify program forms
  - Check the status of applications
  - Receive reminders and notifications
  - Respond to PIA questions
  - Ask USAC questions
- Users can access the portal from **any device** (*e.g.*, desktop computer, laptop computer, tablet, smartphone) and **any browser**.

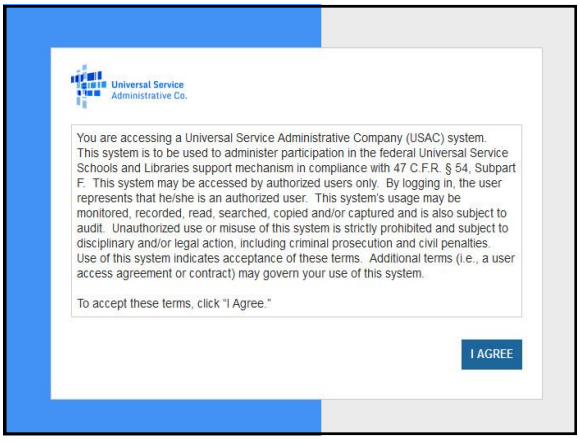
How to Log In

- USAC creates an account for the organization and identifies an **Account Administrator**.
- Account Administrators can create as many account users as they wish, and decide which activities the users can perform - set their permissions.
  - **Full user** – can complete, file, and certify.
  - **Partial** – can complete, but not submit or certify. Can also update organizational info.
  - **View only** – can see, but not do anything. Can also update organizational info.

Apply Online - http://www.usac.org/sl/

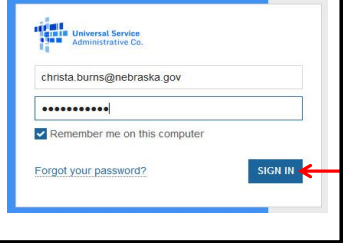


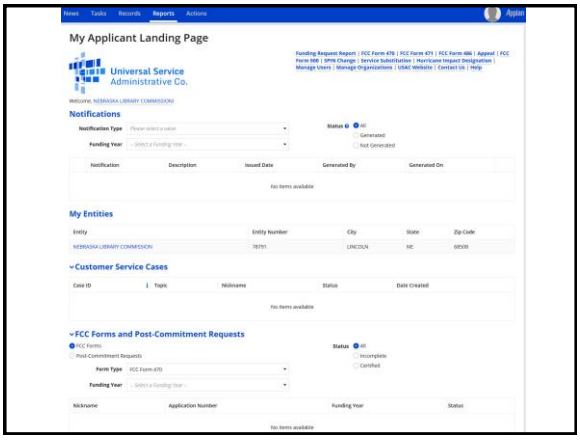


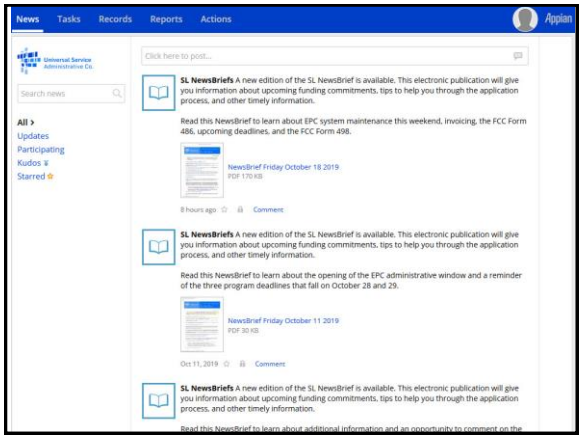


Creating your Password

- At least eight characters
- Has not been used in the previous four passwords
- Contains at least one numeral (0 through 9)
- Contains at least one special character (such as !, $, #, %)
- Contains at least one uppercase letter (A through Z)
- Contains at least one lowercase letter (a through z)



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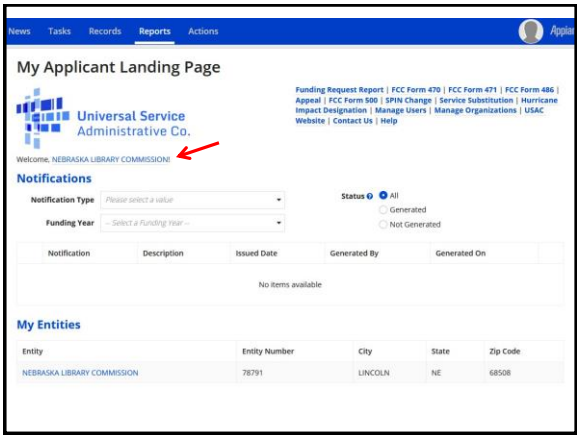
Universal Service Administrative Co.
Click here to post...
Search news
All >
Updates
Participating
Kudos
Starred
SL NewsBriefs A new edition of the SL NewsBrief is available. This electronic publication will give you information about upcoming funding commitments, tips to help you through the application process, and other timely information.
Read this NewsBrief to learn about EPC system maintenance this weekend, invoicing, the FCC Form 486, upcoming deadlines, and the FCC Form 498.
NewsBrief Friday October 18 2019
PDF 170 KB
8 hours ago
Comment
SL NewsBriefs A new edition of the SL NewsBrief is available. This electronic publication will give you information about upcoming funding commitments, tips to help you through the application process, and other timely information.
Read this NewsBrief to learn about the opening of the EPC administrative window and a reminder of the three program deadlines that fall on October 28 and 29.
NewsBrief Friday October 11 2019
PDF 30 KB
Oct 11, 2019
Comment
SL NewsBriefs A new edition of the SL NewsBrief is available. This electronic publication will give you information about upcoming funding commitments, tips to help you through the application process, and other timely information.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My Applicant Landing Page
Universal Service Administrative Co.
Funding Request Report | FCC Form 470 | FCC Form 471 | FCC Form 486 | Appeal | FCC Form 500 | SPIN Change | Service Substitution | Hurricane Impact Designation | Manage Users | Manage Organizations | USAC Website | Contact Us | Help
Welcome, NEBRASKA LIBRARY COMMISSION!
Notifications
Notification Type
Please select a value
Funding Year
-- Select a Funding Year --
Status
All
Generated
Not Generated
Notification
Description
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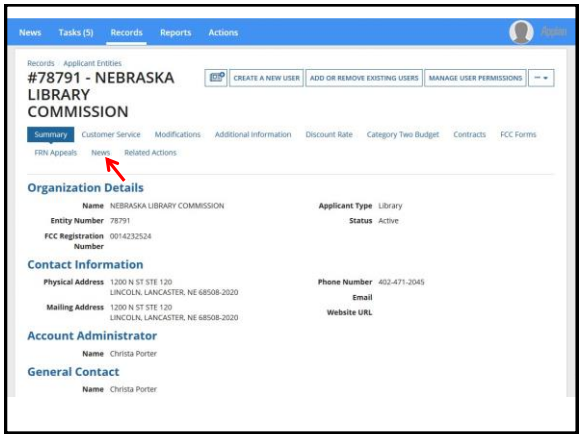
NEBRASKA LIBRARY COMMISSION
78791
LINCOLN
NE
68508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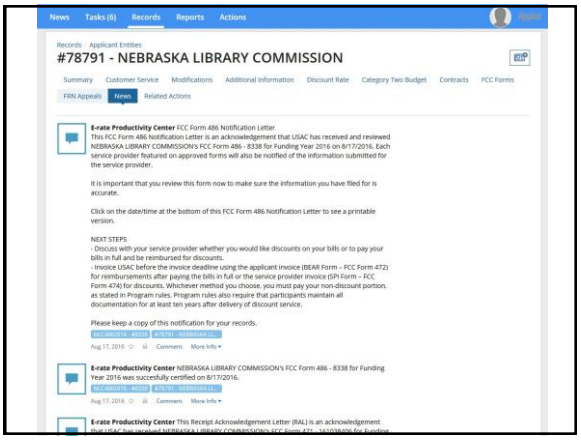
Applicant Entities
#78791 - NEBRASKA LIBRARY COMMISSION
CREATE A NEW USER
ADD OR REMOVE EXISTING USERS
MANAGE USER PERMISSIONS
Summary
Customer Service
Modifications
Additional Information
Discount Rate
Category Two Budget
Contracts
FCC Forms
FRN Appeals
News
Related Actions
Organization Details
Name NEBRASKA LIBRARY COMMISSION
Entity Number 78791
FCC Registration Number 0014232524
Applicant Type Library
Status Active
Contact Information
Physical Address 1200 N ST STE 120 LINCOLN, LANCASTER, NE 68508-2020
Mailing Address 1200 N ST STE 120 LINCOLN, LANCASTER, NE 68508-2020
Phone Number 402-471-2045
Email
Website URL
Account Administrator
Name Christa Porter
General Contact
Name Christa Porter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#78791 - NEBRASKA LIBRARY COMMISSION
Summary
Customer Service
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Additional Information
Discount Rate
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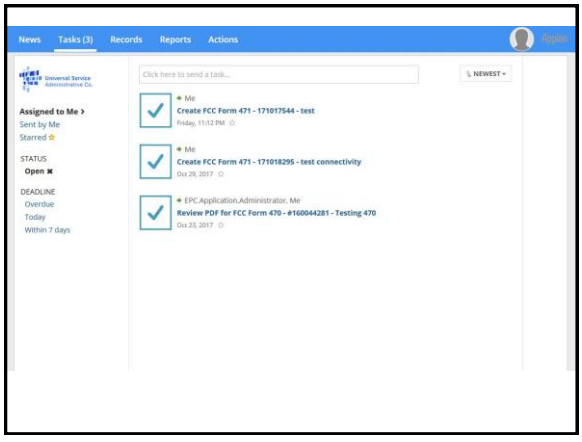
Contracts
FCC Forms
FRN Appeals
News
Related Actions
E-rate Productivity Center FCC Form 486 Notification Letter
This FCC Form 486 Notification Letter is an acknowledgement that USAC has received and reviewed NEBRASKA LIBRARY COMMISSION'S FCC Form 486 - 8338 for Funding Year 2016 on 8/17/2016. Each service provider featured on approved forms will also be notified of the information submitted for the service provider.
It is important that you review this form now to make sure the information you have filed for is accurate.
Click on the date/time at the bottom of this FCC Form 486 Notification Letter to see a printable version.
NEXT STEPS
- Discuss with your service provider whether you would like discounts on your bills or to pay your bills in full and be reimbursed for discounts.
- Invoice USAC before the invoice deadline using the applicant invoice (BEAR Form – FCC Form 472) for reimbursements after paying the bills in full or the service provider invoice (SPI Form – FCC Form 474) for discounts. Whichever method you choose, you must pay your non-discount portion, as stated in Program rules. Program rules also require that participants maintain all documentation for at least ten years after delivery of discount service.
Please keep a copy of this notification for your records.
Aug 17, 2016
Comment
More Info
E-rate Productivity Center NEBRASKA LIBRARY COMMISSION'S FCC Form 486 - 8338 for Funding Year 2016 was successfully certified on 8/17/2016.
Aug 17, 2016
Comment
More Info
E-rate Productivity Center This Receipt Acknowledgement Letter (RAL) is an acknowledgement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Oct 29, 2017
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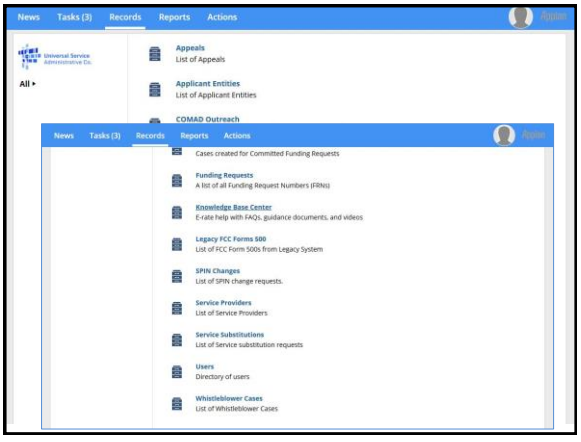
Oct 23, 2017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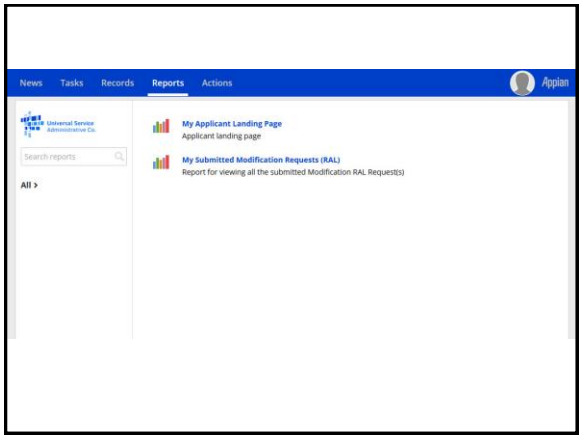
COMAD Outreach
Cases created for Committed Funding Requests
Funding Requests
A list of all Funding Request Numbers (FRNs)
Knowledge Base Center
E-rate help with FAQs, guidance documents, and videos
Legacy FCC Forms 500
List of FCC Form 500s from Legacy System
SPIN Changes
List of SPIN change requests.
Service Providers
List of Service Providers
Service Substitutions
List of Service substitution requests
Users
Directory of users
Whistleblower Cases
List of Whistleblower Cases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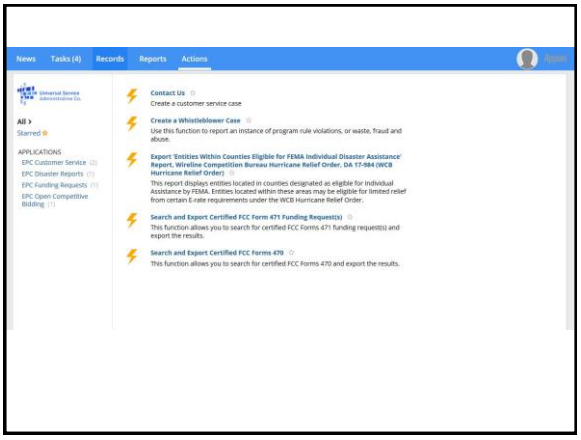
Applicant landing page
My Submitted Modification Requests (RAL)
Report for viewing all the submitted Modification RAL Request(s)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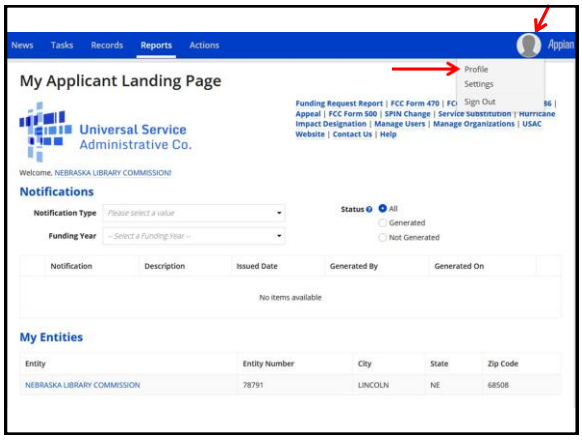
Contact Us
Create a customer service case
Create a Whistleblower Case
Use this function to report an instance of program rule violations, or waste, fraud and abuse.
Search and Export Certified FCC Form 471 Funding Request(s)
This function allows you to search for certified FCC Forms 471 funding request(s) and export the results.
Search and Export Certified FCC Forms 470
This function allows you to search for certified FCC Forms 470 and export the results.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Notification Type
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Notification
Description
Issued Date
Generated By
Generated On
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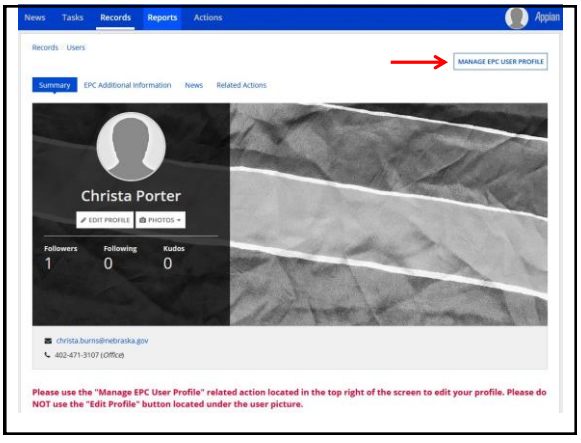
NEBRASKA LIBRARY COMMISSION
78791
LINCOLN
NE
68508


News
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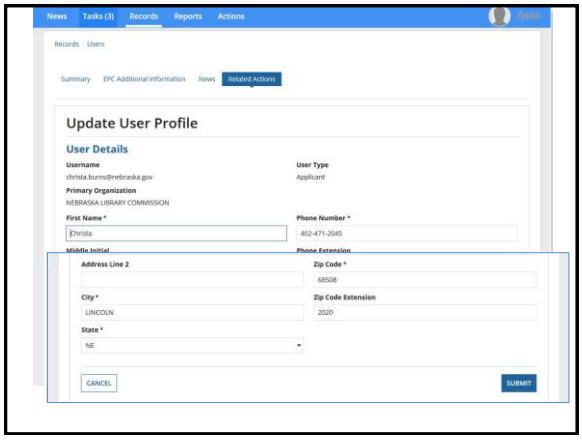
Actions
Appian
Records / Users
MANAGE EPC USER PROFILE
Summary
EPC Additional Information
News
Related Actions
Christa Porter
EDIT PROFILE
PHOTOS
Followers
1
Following
0
Kudos
0
christa.burns@nebraska.gov
402-471-3107 (Office)
Please use the "Manage EPC User Profile" related action located in the top right of the screen to edit your profile. Please do NOT use the "Edit Profile" button located under the user picture.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Reports
Actions
Records / Users
Summary
EPC Additional Information
News
Related Actions
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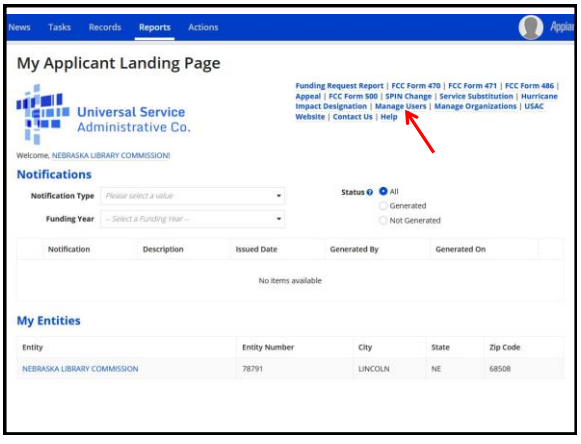
User Details
Username
christa.burns@nebraska.gov
User Type
Applicant
Primary Organization
NEBRASKA LIBRARY COMMISSION
First Name *
Christa
Phone Number *
402-471-2045
Address Line 2
Zip Code *
68508
City *
LINCOLN
Zip Code Extension
2020
State *
NE
CANCEL
SUBMIT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My Applicant Landing Page
Universal Service Administrative Co.
Welcome, NEBRASKA LIBRARY COMMISSION!
Notifications
Notification Type
Funding Year
Status
All
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Not Generated
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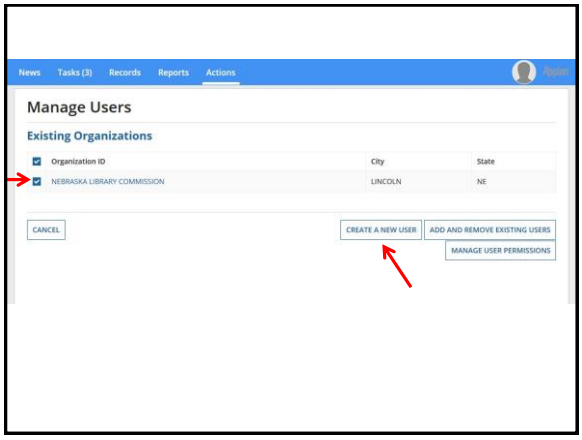
Description
Issued Date
Generated By
Generated On
No items available
My Entities
Entity
Entity Number
City
State
Zip Code
NEBRASKA LIBRARY COMMISSION
78791
LINCOLN
NE
68508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Manage Users
Existing Organizations
Organization ID
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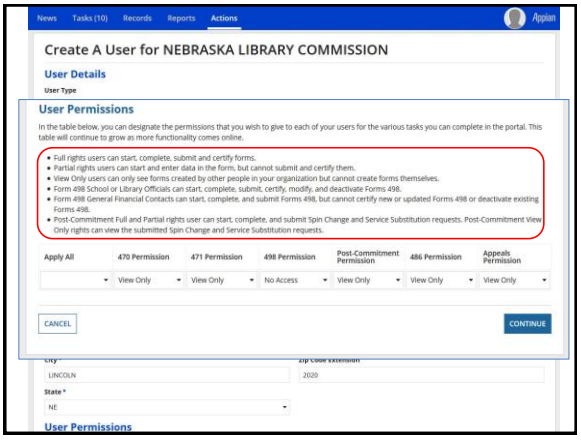
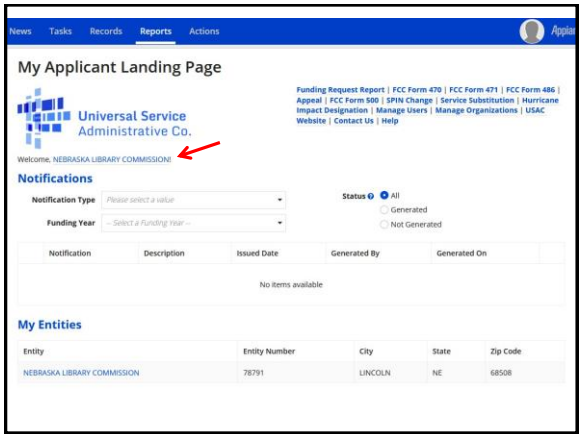
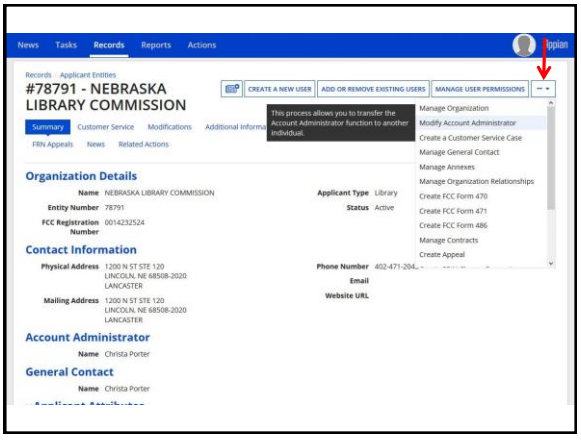
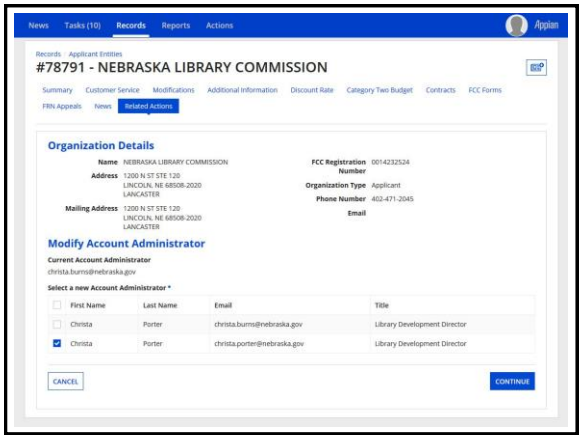
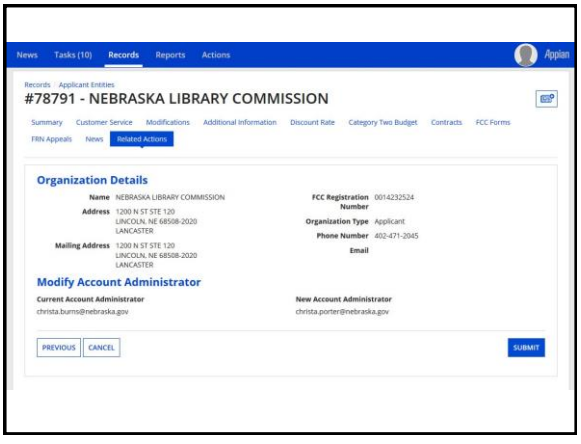
NEBRASKA LIBRARY COMMISSION
LINCOLN
NE
CANCEL
CREATE A NEW USER
ADD AND REMOVE EXISTING USERS
MANAGE USER PERMISSIONS

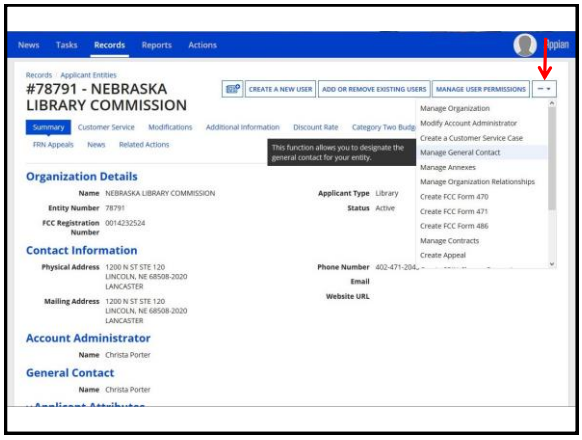

News
Tasks (10)
Records
Reports
Actions
Create A User for NEBRASKA LIBRARY COMMISSION
User Details
User Type
User Permissions
In the table below, you can designate the permissions that you wish to give to each of your users for the various tasks you can complete in the portal. This table will continue to grow as more functionality comes online.
Full rights users can start, complete, submit and certify forms.
Partial rights users can start and enter data in the form, but cannot submit and certify them.
View Only users can only see forms created by other people in your organization but cannot create forms themselves.
Form 498 School or Library Officials can start, complete, submit, certify, modify, and deactivate Forms 498.
Form 498 General Financial Contacts can start, complete, and submit Forms 498, but cannot certify new or updated Forms 498 or deactivate existing Forms 498.
Post-Commitment Full and Partial rights user can start, complete, and submit Spin Change and Service Substitution requests. Post-Commitment View Only rights can view the submitted Spin Change and Service Substitution requests.
Apply All
470 Permission
471 Permission
498 Permission
Post-Commitment Permission
486 Permission
Appeals Permission
View Only
No Access
CANCEL
CONTINUE
LINCOLN
2020
State *
NE
User Permissions

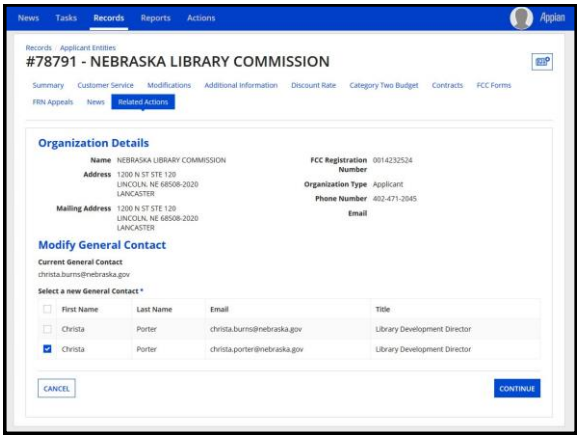

News
Tasks
Records
Reports
Actions
My Applicant Landing Page
Universal Service Administrative Co.
Funding Request Report | FCC Form 470 | FCC Form 471 | FCC Form 486 | Appeal | FCC Form 500 | SPIN Change | Service Substitution | Hurricane Impact Designation | Manage Users | Manage Organizations | USAC Website | Contact Us | Help
Welcome, NEBRASKA LIBRARY COMMISSION!
Notifications
Notification Type
Please select a value
Funding Year
-- Select a Funding Year --
Status
All
Generated
Not Generated
Notification
Description
Issued Date
Generated By
Generated On
No items available
My Entities
Entity
Entity Number
City
State
Zip Code
NEBRASKA LIBRARY COMMISSION
78791
LINCOLN
NE
68508

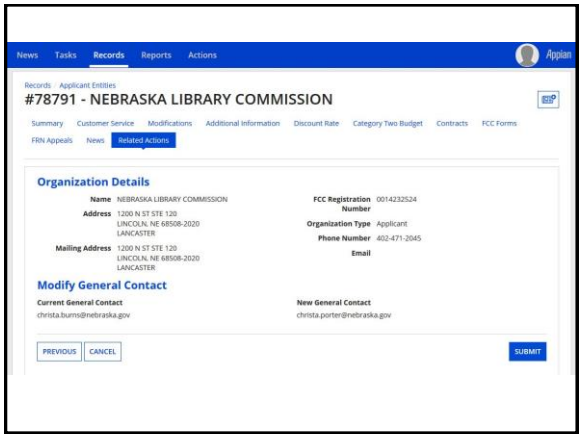

News
Tasks
Records
Reports
Actions
#78791 - NEBRASKA LIBRARY COMMISSION
CREATE A NEW USER
ADD OR REMOVE EXISTING USERS
MANAGE USER PERMISSIONS
This process allows you to transfer the Account Administrator function to another individual.
Manage Organization
Modify Account Administrator
Create a Customer Service Case
Manage General Contact
Manage Annexes
Manage Organization Relationships
Create FCC Form 470
Create FCC Form 471
Create FCC Form 486
Manage Contracts
Create Appeal
Summary
Customer Service
Modifications
FRN Appeals
News
Related Actions
Organization Details
Name NEBRASKA LIBRARY COMMISSION
Entity Number 78791
FCC Registration Number 0014232524
Applicant Type Library
Status Active
Contact Information
Physical Address 1200 N ST STE 120 LINCOLN, NE 68508-2020 LANCASTER
Mailing Address 1200 N ST STE 120 LINCOLN, NE 68508-2020 LANCASTER
Phone Number 402-471-204
Email
Website URL
Account Administrator
Name Christa Porter
General Contact
Name Christa Porter

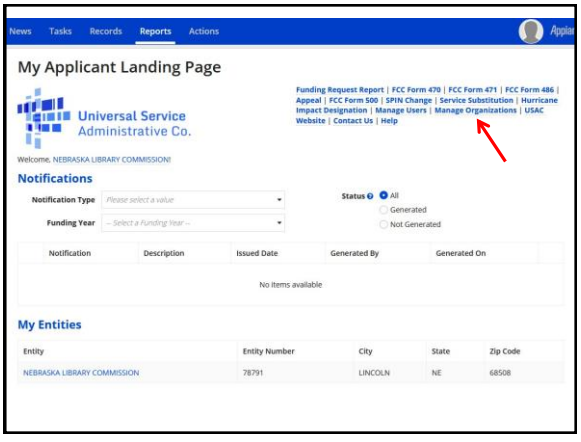

News
Tasks (10)
Records
Reports
Actions
#78791 - NEBRASKA LIBRARY COMMISSION
Summary
Customer Service
Modifications
Additional Information
Discount Rate
Category Two Budget
Contracts
FCC Forms
FRN Appeals
News
Related Actions
Organization Details
Name NEBRASKA LIBRARY COMMISSION
Address 1200 N ST STE 120 LINCOLN, NE 68508-2020 LANCASTER
Mailing Address 1200 N ST STE 120 LINCOLN, NE 68508-2020 LANCASTER
FCC Registration Number 0014232524
Organization Type Applicant
Phone Number 402-471-2045
Email
Modify Account Administrator
Current Account Administrator
christa.burns@nebraska.gov
Select a new Account Administrator *
First Name
Last Name
Email
Title
Christa
Porter
christa.burns@nebraska.gov
Library Development Director
Christa
Porter
christa.porter@nebraska.gov
Library Development Director
CANCEL
CONTINUE

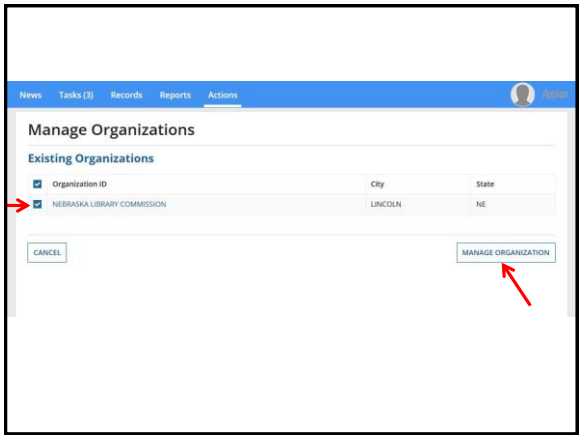

News
Tasks (10)
Records
Reports
Actions
#78791 - NEBRASKA LIBRARY COMMISSION
Summary
Customer Service
Modifications
Additional Information
Discount Rate
Category Two Budget
Contracts
FCC Forms
FRN Appeals
News
Related Actions
Organization Details
Name NEBRASKA LIBRARY COMMISSION
Address 1200 N ST STE 120 LINCOLN, NE 68508-2020 LANCASTER
Mailing Address 1200 N ST STE 120 LINCOLN, NE 68508-2020 LANCASTER
FCC Registration Number 0014232524
Organization Type Applicant
Phone Number 402-471-2045
Email
Modify Account Administrator
Current Account Administrator
christa.burns@nebraska.gov
New Account Administrator
christa.porter@nebraska.gov
PREVIOUS
CANCEL
SUBMIT

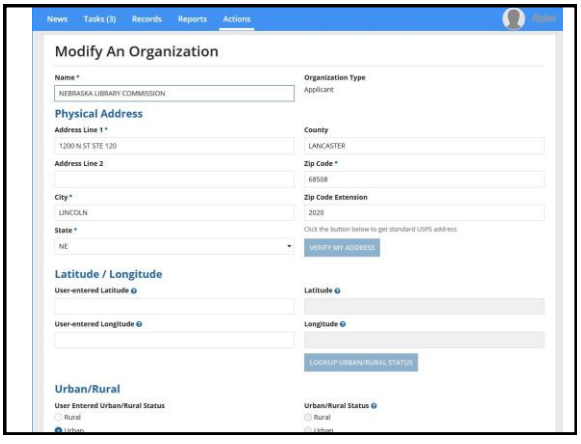

News Tasks Records Reports Actions
#78791 - NEBRASKA LIBRARY COMMISSION
CREATE A NEW USER
ADD OR REMOVE EXISTING USERS
MANAGE USER PERMISSIONS
Manage Organization
Modify Account Administrator
Create a Customer Service Case
Manage General Contact
Manage Annexes
Manage Organization Relationships
Create FCC Form 470
Create FCC Form 471
Create FCC Form 486
Manage Contracts
Create Appeal
This function allows you to designate the general contact for your entity.
Organization Details
Contact Information
Account Administrator
General Contact

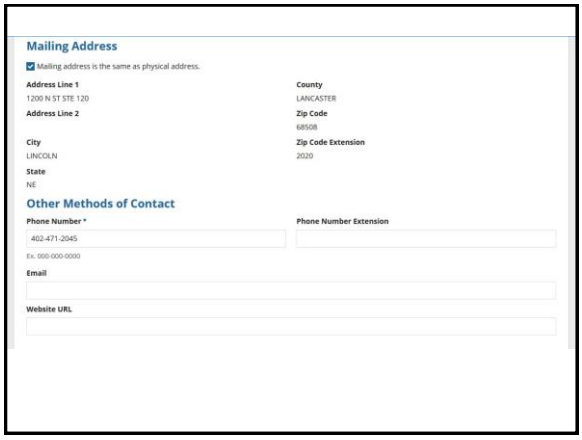

News Tasks Records Reports Actions
#78791 - NEBRASKA LIBRARY COMMISSION
Organization Details
Modify General Contact
Current General Contact
Select a new General Contact *
CANCEL
CONTINUE

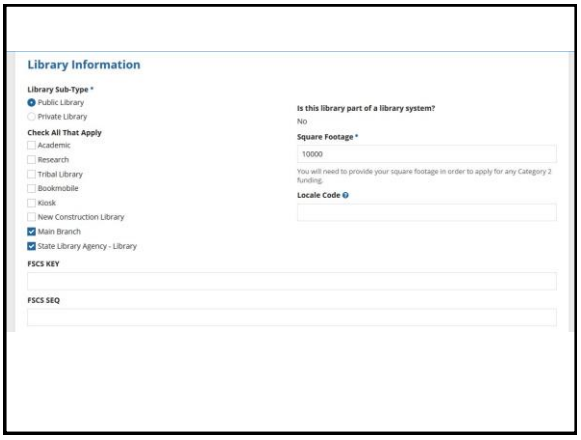

News Tasks Records Reports Actions
#78791 - NEBRASKA LIBRARY COMMISSION
Organization Details
Modify General Contact
Current General Contact
New General Contact
PREVIOUS
CANCEL
SUBMIT

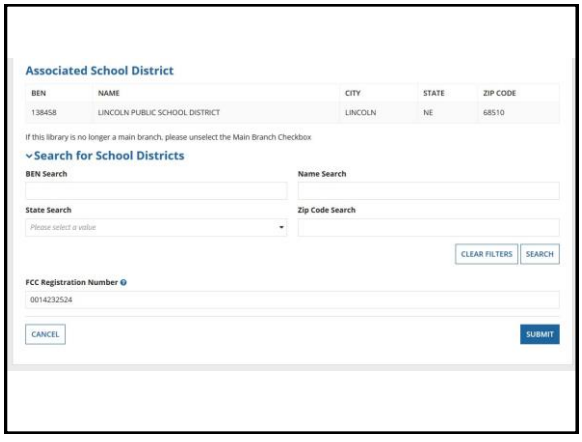

News Tasks Records Reports Actions
My Applicant Landing Page
Universal Service Administrative Co.
Funding Request Report | FCC Form 470 | FCC Form 471 | FCC Form 486 | Appeal | FCC Form 500 | SPIN Change | Service Substitution | Hurricane Impact Designation | Manage Users | Manage Organizations | USAC Website | Contact Us | Help
Welcome, NEBRASKA LIBRARY COMMISSION!
Notifications
No items available
My Entities
NEBRASKA LIBRARY COMMISSION


News Tasks (3) Records Reports Actions
Manage Organizations
Existing Organizations
NEBRASKA LIBRARY COMMISSION
CANCEL
MANAGE ORGANIZATION


News Tasks (3) Records Reports Actions
Modify An Organization
Physical Address
Latitude / Longitude
Urban/Rural







FCC Registration Number - FCC RN

- Persons and entities doing business with the FCC must obtain an FCC RN and supply it when doing business with the FCC
- To look up your library's FCC RN, or request one, go to:
  - https://apps.fcc.gov/cores/userLogin.do

Identifying Numbers

- **BEN - Billed Entity Number** – an identification number assigned by USAC to each library building
- **SPIN - Service Provider Identification Number** – the identification number assigned by USAC to a service provider
  - Service providers may have more than one SPIN in order to identify separate business units, different states in which they operate, etc.

Form 470

Request services

470

You post a Form 470 to:

- Open a competitive bidding process
- Notify potential bidders (service providers) of the types and quantities of services that you need

When is a 470 not required?

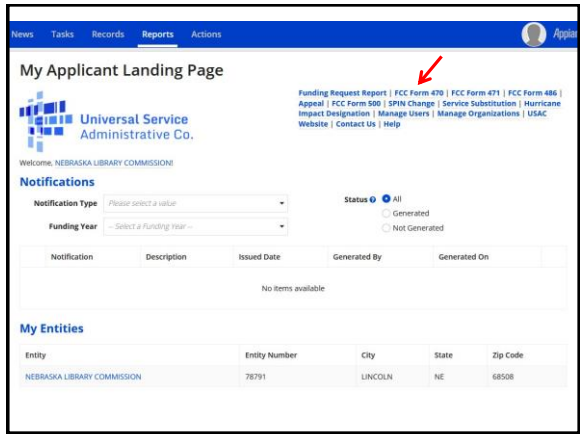
470

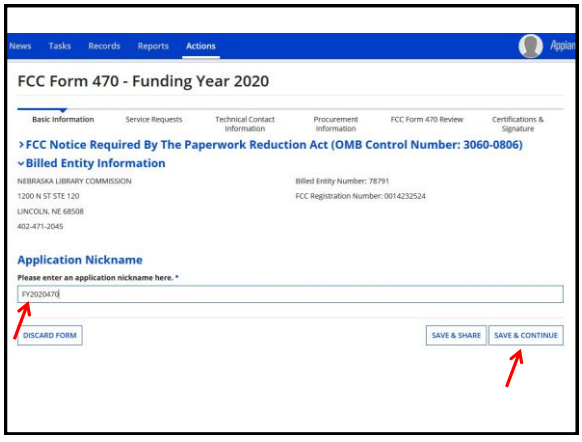
- **Multi-year contracts**
  - You do not need to file a new Form 470 if the contract is still in effect and the costs/services are still within the terms of the establishing Form 470.
  - NOTE: You do still need to file a new Form 471 requesting E-rate support each funding year.

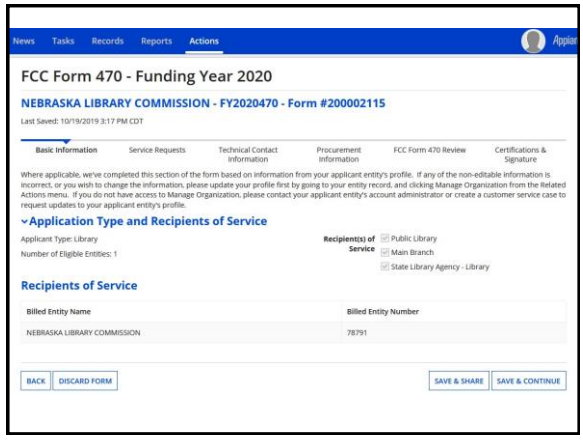
When is a 470 not required?

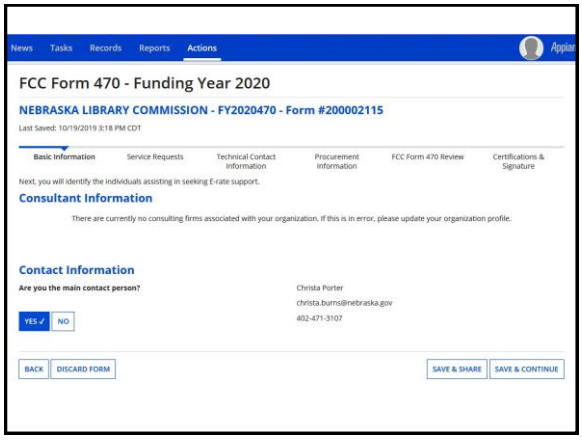
470

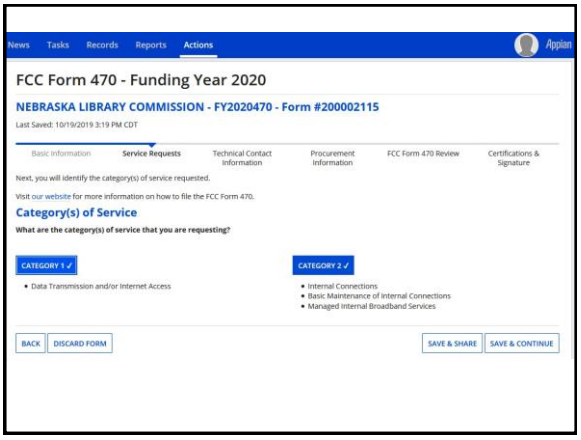
- Applicants are exempted from the competitive bidding rules when ordering business-class Internet access services, if:
  - the pre-discount cost is $3,600 or less annually ($300/month), and
  - the bandwidth provided is at least 100 Mbps downstream and 10 Mbps upstream
  - service and price are commercially available
- Cost can include one-time installation charges and eligible equipment charges and services.

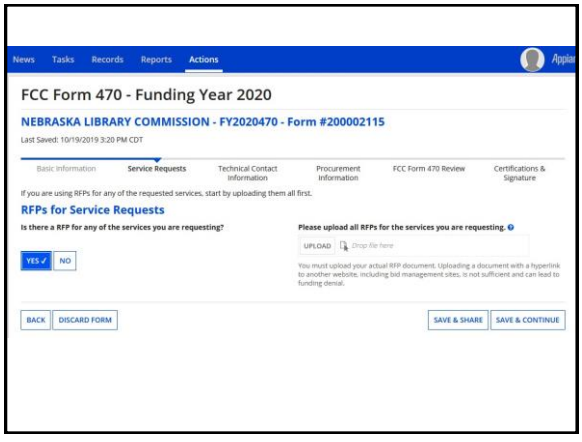


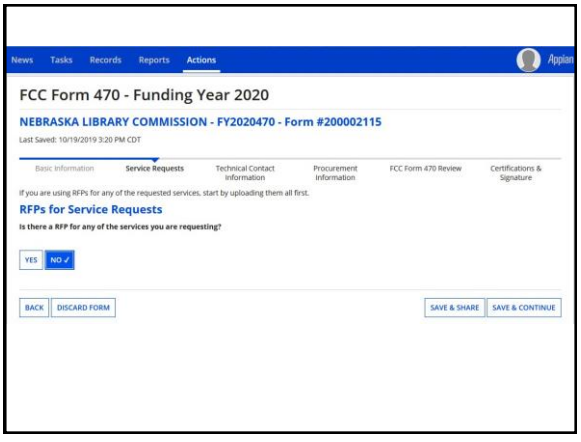


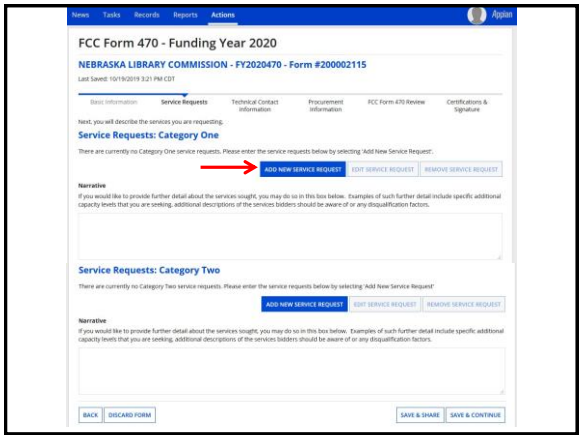



News Tasks Records Reports Actions
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 3:18 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
Next, you will identify the individuals assisting in seeking E-rate support.
Consultant Information
There are currently no consulting firms associated with your organization. If this is in error, please update your organization profile.
Contact Information
Are you the main contact person?
YES
NO
Christa Porter
christa.burns@nebraska.gov
402-471-3107
BACK
DISCARD FORM
SAVE & SHARE
SAVE & CONTINUE

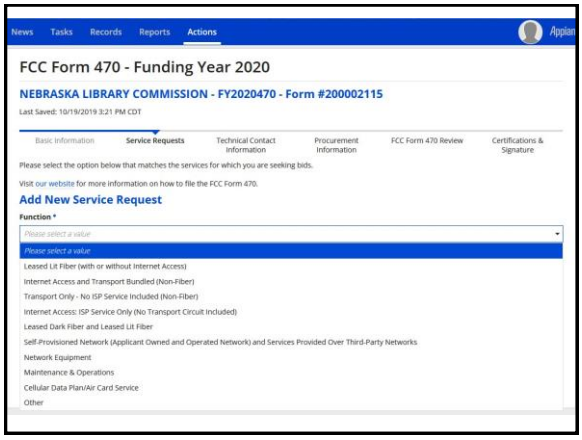

News Tasks Records Reports Actions
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 3:19 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
Next, you will identify the category(s) of service requested.
Visit our website for more information on how to file the FCC Form 470.
Category(s) of Service
What are the category(s) of service that you are requesting?
CATEGORY 1
Data Transmission and/or Internet Access
CATEGORY 2
Internal Connections
Basic Maintenance of Internal Connections
Managed Internal Broadband Services
BACK
DISCARD FORM
SAVE & SHARE
SAVE & CONTINUE

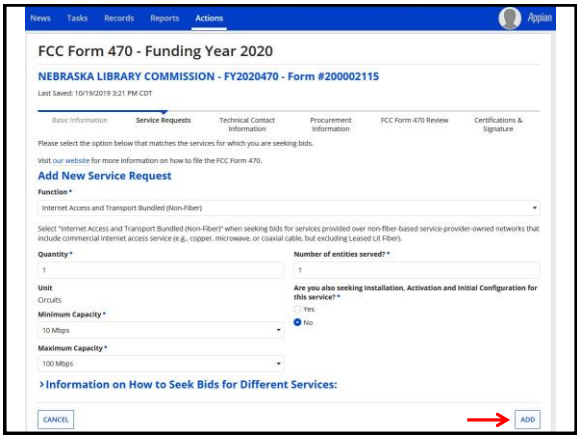

News Tasks Records Reports Actions
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 3:20 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
If you are using RFPs for any of the requested services, start by uploading them all first.
RFPs for Service Requests
Is there a RFP for any of the services you are requesting?
YES
NO
Please upload all RFPs for the services you are requesting.
UPLOAD
Drop file here
You must upload your actual RFP document. Uploading a document with a hyperlink to another website, including bid management sites, is not sufficient and can lead to funding denial.
BACK
DISCARD FORM
SAVE & SHARE
SAVE & CONTINUE

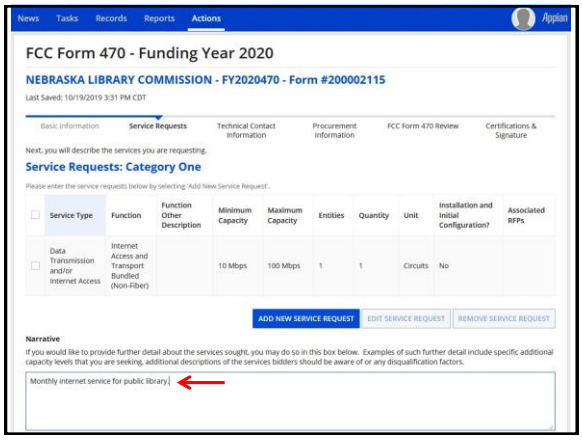

News Tasks Records Reports Actions
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 3:20 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
If you are using RFPs for any of the requested services, start by uploading them all first.
RFPs for Service Requests
Is there a RFP for any of the services you are requesting?
YES
NO
BACK
DISCARD FORM
SAVE & SHARE
SAVE & CONTINUE

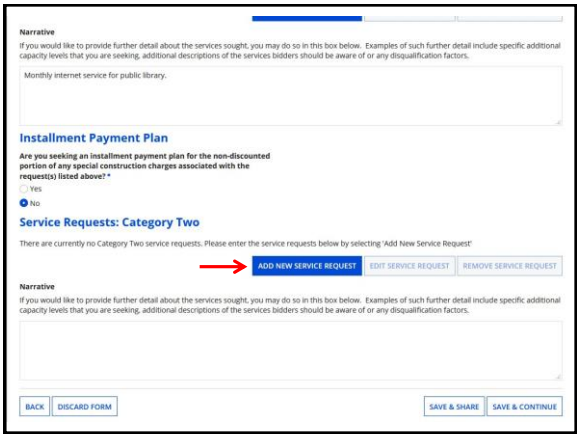

News Tasks Records Reports Actions
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 3:21 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
Next, you will describe the services you are requesting.
Service Requests: Category One
There are currently no Category One service requests. Please enter the service requests below by selecting 'Add New Service Request'.
ADD NEW SERVICE REQUEST
EDIT SERVICE REQUEST
REMOVE SERVICE REQUEST
Narrative
If you would like to provide further detail about the services sought, you may do so in this box below. Examples of such further detail include specific additional capacity levels that you are seeking, additional descriptions of the services bidders should be aware of or any disqualification factors.
Service Requests: Category Two
There are currently no Category Two service requests. Please enter the service requests below by selecting 'Add New Service Request'.
ADD NEW SERVICE REQUEST
EDIT SERVICE REQUEST
REMOVE SERVICE REQUEST
Narrative
If you would like to provide further detail about the services sought, you may do so in this box below. Examples of such further detail include specific additional capacity levels that you are seeking, additional descriptions of the services bidders should be aware of or any disqualification factors.
BACK
DISCARD FORM
SAVE & SHARE
SAVE & CONTINUE

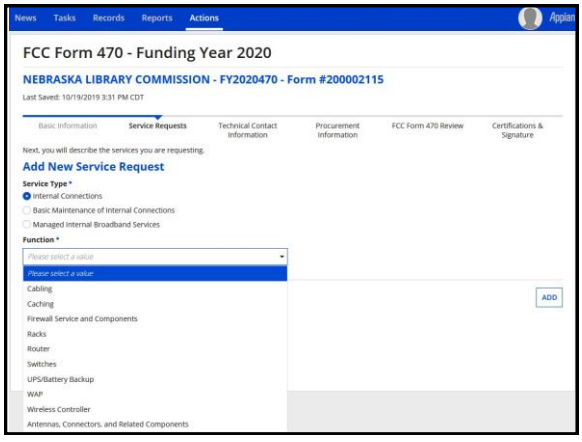
News Tasks Records Reports Actions
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 3:21 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
Please select the option below that matches the services for which you are seeking bids.
Visit our website for more information on how to file the FCC Form 470.
Add New Service Request
Function *
Please select a value
Information on How to Seek Bids for Different Services:
Select "Leased Lit Fiber (with or without Internet Access)" when seeking bids for either a bundled solution of internet access (delivered over lit fiber) or transport only (delivered over lit fiber).
Select "Internet Access and Transport Bundled (Non-Fiber)" when seeking bids for services provided over non-fiber-based service-provider-owned networks that include commercial internet access service (e.g., copper, microwave, or coaxial cable, but excluding Leased Lit Fiber).
Select "Transport Only – No ISP Service included (Non-Fiber)" when seeking bids for services provided over non-fiber-based service-provider-owned networks that do not include commercial internet access (e.g., copper, microwave, or coaxial cable, but excluding Leased Lit Fiber).
Select "Internet Access: ISP Service Only (No Transport Circuit Included)" when only seeking bids for commercial internet access service. Note: this does not include any type of transport circuit.
Select "Leased Dark Fiber and Leased Lit Fiber" when seeking bids that include Leased Dark Fiber. This option MUST be selected to help ensure compliance with a competitive bidding requirement: applicants that request bids for Leased Dark Fiber must also request bids for Leased Lit Fiber. Leased Lit Fiber requests included in this service request type can be with or without Internet access.
Select "Self-Provisioned Network (Applicant Owned and Operated Network) and Services Provided Over Third-Party Networks" when seeking bids for services provided over a self-provisioned network on a technology-neutral basis (e.g., fiber, copper, microwave, or coaxial cable).
Select "Network Equipment" when seeking bids for modulating electronics or other equipment necessary to make a Category One service functional.
Select "Maintenance & Operations" when seeking bids for maintenance and operations costs for Leased Dark Fiber or a Self-Provisioned network.
Select "Cellular Data Plan/Air Card Service" when only seeking bids for a commercial wireless data plan.
Select "Other" when the service you want is not otherwise listed. Be sure to provide additional details about this service by uploading an RFP document.
CANCEL
ADD

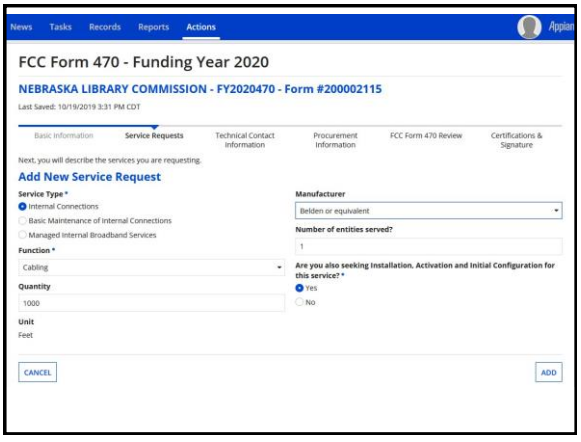

News Tasks Records Reports Actions
Applian
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 3:21 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
Please select the option below that matches the services for which you are seeking bids.
Visit our website for more information on how to file the FCC Form 470.
Add New Service Request
Function *
Please select a value
Please select a value
Leased Lit Fiber (with or without Internet Access)
Internet Access and Transport Bundled (Non-Fiber)
Transport Only - No ISP Service Included (Non-Fiber)
Internet Access: ISP Service Only (No Transport Circuit Included)
Leased Dark Fiber and Leased Lit Fiber
Self-Provisioned Network (Applicant Owned and Operated Network) and Services Provided Over Third-Party Networks
Network Equipment
Maintenance & Operations
Cellular Data Plan/Air Card Service
Other

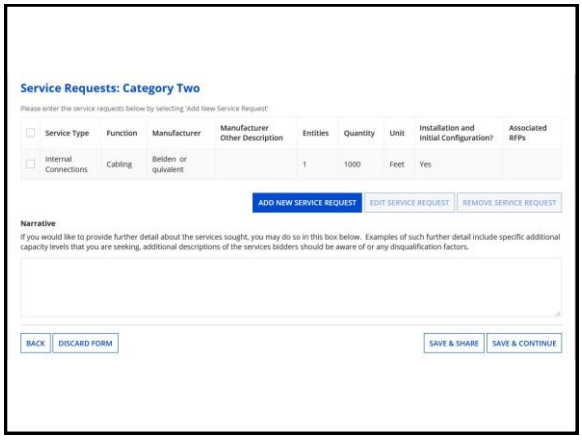

News Tasks Records Reports Actions
Applian
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 3:21 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
Please select the option below that matches the services for which you are seeking bids.
Visit our website for more information on how to file the FCC Form 470.
Add New Service Request
Function *
Internet Access and Transport Bundled (Non-Fiber)
Select "Internet Access and Transport Bundled (Non-Fiber)" when seeking bids for services provided over non-fiber-based service-provider-owned networks that include commercial Internet access service (e.g., copper, microwave, or coaxial cable, but excluding Leased Lit Fiber).
Quantity *
1
Number of entities served? *
1
Unit
Circuits
Are you also seeking Installation, Activation and Initial Configuration for this service? *
Yes
No
Minimum Capacity *
10 Mbps
Maximum Capacity *
100 Mbps
> Information on How to Seek Bids for Different Services:
CANCEL
ADD

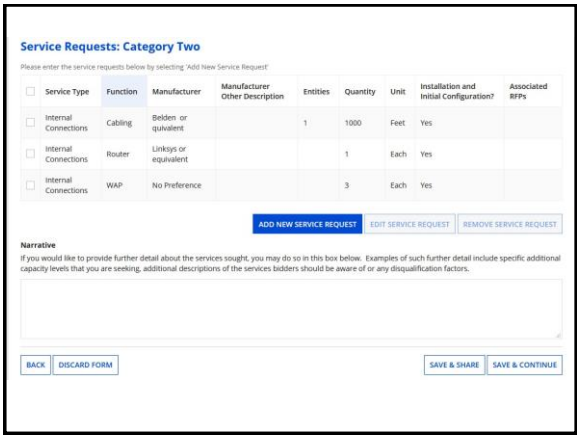

News Tasks Records Reports Actions
Applian
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 3:31 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
Next, you will describe the services you are requesting.
Service Requests: Category One
Please enter the service requests below by selecting 'Add New Service Request'.
Service Type
Function
Function Other Description
Minimum Capacity
Maximum Capacity
Entities
Quantity
Unit
Installation and Initial Configuration?
Associated RFPs
Data Transmission and/or Internet Access
Internet Access and Transport Bundled (Non-Fiber)
10 Mbps
100 Mbps
1
1
Circuits
No
ADD NEW SERVICE REQUEST
EDIT SERVICE REQUEST
REMOVE SERVICE REQUEST
Narrative
If you would like to provide further detail about the services sought, you may do so in this box below. Examples of such further detail include specific additional capacity levels that you are seeking, additional descriptions of the services bidders should be aware of or any disqualification factors.
Monthly internet service for public library.

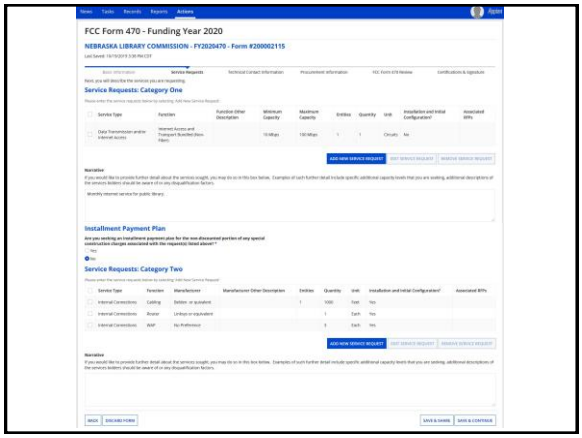

Narrative
If you would like to provide further detail about the services sought, you may do so in this box below. Examples of such further detail include specific additional capacity levels that you are seeking, additional descriptions of the services bidders should be aware of or any disqualification factors.
Monthly internet service for public library.
Installment Payment Plan
Are you seeking an installment payment plan for the non-discounted portion of any special construction charges associated with the request(s) listed above? *
Yes
No
Service Requests: Category Two
There are currently no Category Two service requests. Please enter the service requests below by selecting 'Add New Service Request'
ADD NEW SERVICE REQUEST
EDIT SERVICE REQUEST
REMOVE SERVICE REQUEST
Narrative
If you would like to provide further detail about the services sought, you may do so in this box below. Examples of such further detail include specific additional capacity levels that you are seeking, additional descriptions of the services bidders should be aware of or any disqualification factors.
BACK
DISCARD FORM
SAVE & SHARE
SAVE & CONTINUE

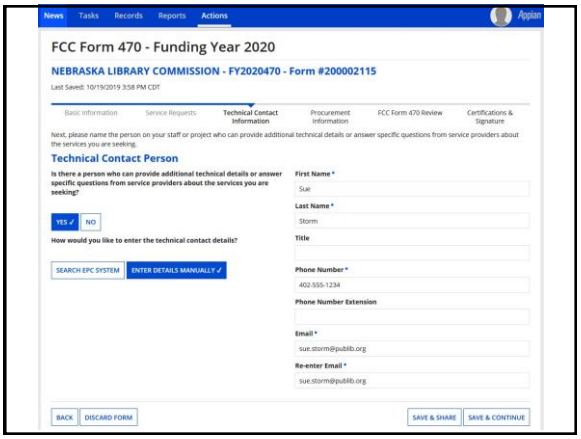

News Tasks Records Reports Actions
Applian
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 3:31 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
Next, you will describe the services you are requesting.
Add New Service Request
Service Type *
Internet Connections
Basic Maintenance of Internal Connections
Managed Internal Broadband Services
Function *
Please select a value
Please select a value
Cabling
Caching
Firewall Service and Components
Racks
Router
Switches
UPS/Battery Backup
WAP
Wireless Controller
Antennas, Connectors, and Related Components
ADD

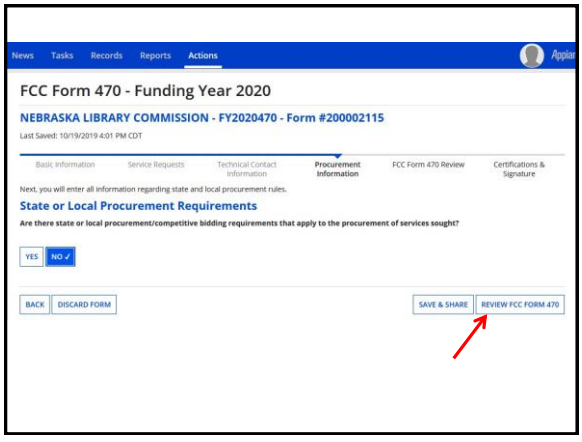

News Tasks Records Reports Actions
Applian
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 3:31 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
Next, you will describe the services you are requesting.
Add New Service Request
Service Type *
Internet Connections
Basic Maintenance of Internal Connections
Managed Internal Broadband Services
Function *
Cabling
Quantity
1000
Unit
Feet
Manufacturer
Belden or equivalent
Number of entities served?
1
Are you also seeking Installation, Activation and Initial Configuration for this service? *
Yes
No
CANCEL
ADD

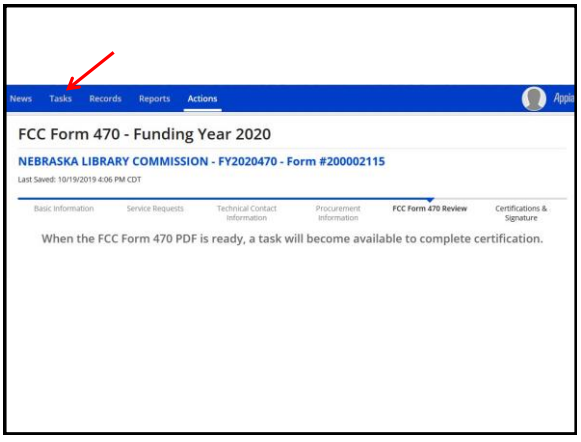

Service Requests: Category Two
Please enter the service requests below by selecting 'Add New Service Request'
Service Type
Function
Manufacturer
Manufacturer Other Description
Entities
Quantity
Unit
Installation and Initial Configuration?
Associated RFPs
Internal Connections
Cabling
Belden or quivalent
1
1000
Feet
Yes
ADD NEW SERVICE REQUEST
EDIT SERVICE REQUEST
REMOVE SERVICE REQUEST
Narrative
If you would like to provide further detail about the services sought, you may do so in this box below. Examples of such further detail include specific additional capacity levels that you are seeking, additional descriptions of the services bidders should be aware of or any disqualification factors.
BACK
DISCARD FORM
SAVE & SHARE
SAVE & CONTINUE

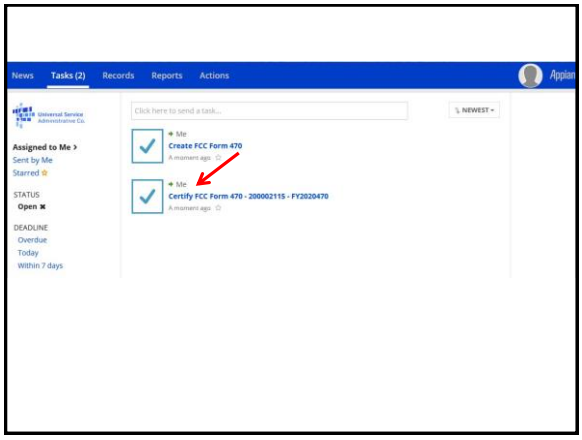

Service Requests: Category Two
Please enter the service requests below by selecting 'Add New Service Request'
Service Type
Function
Manufacturer
Manufacturer Other Description
Entities
Quantity
Unit
Installation and Initial Configuration?
Associated RFPs
Internal Connections
Cabling
Belden or quivalent
1
1000
Feet
Yes
Internal Connections
Router
Linksys or equivalent
1
Each
Yes
Internal Connections
WAP
No Preference
3
Each
Yes
ADD NEW SERVICE REQUEST
EDIT SERVICE REQUEST
REMOVE SERVICE REQUEST
Narrative
If you would like to provide further detail about the services sought, you may do so in this box below. Examples of such further detail include specific additional capacity levels that you are seeking, additional descriptions of the services bidders should be aware of or any disqualification factors.
BACK
DISCARD FORM
SAVE & SHARE
SAVE & CONTINUE

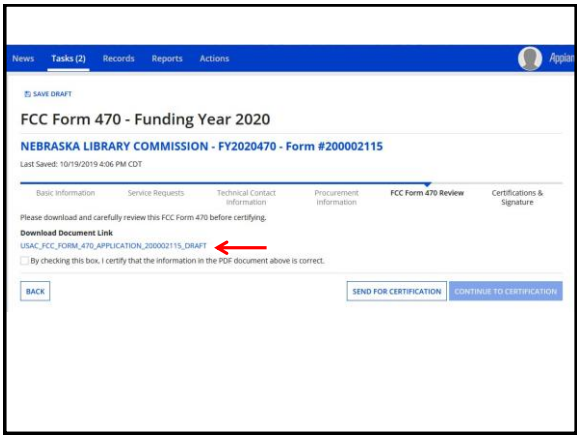

FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Service Requests: Category One
Installment Payment Plan
Service Requests: Category Two


News
Tasks
Records
Reports
Actions
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 3:58 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
Next, please name the person on your staff or project who can provide additional technical details or answer specific questions from service providers about the services you are seeking.
Technical Contact Person
Is there a person who can provide additional technical details or answer specific questions from service providers about the services you are seeking?
YES
NO
How would you like to enter the technical contact details?
SEARCH EPC SYSTEM
ENTER DETAILS MANUALLY
First Name *
Sue
Last Name *
Storm
Title
Phone Number *
402-555-1234
Phone Number Extension
Email *
sue.storm@publib.org
Re-enter Email *
sue.storm@publib.org
BACK
DISCARD FORM
SAVE & SHARE
SAVE & CONTINUE


News
Tasks
Records
Reports
Actions
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 4:01 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
Next, you will enter all information regarding state and local procurement rules.
State or Local Procurement Requirements
Are there state or local procurement/competitive bidding requirements that apply to the procurement of services sought?
YES
NO
BACK
DISCARD FORM
SAVE & SHARE
REVIEW FCC FORM 470


News
Tasks
Records
Reports
Actions
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 4:06 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
When the FCC Form 470 PDF is ready, a task will become available to complete certification.


News
Tasks (2)
Records
Reports
Actions
Assigned to Me
Sent by Me
Starred
STATUS
Open
DEADLINE
Overdue
Today
Within 7 days
Create FCC Form 470
Certify FCC Form 470 - 200002115 - FY2020470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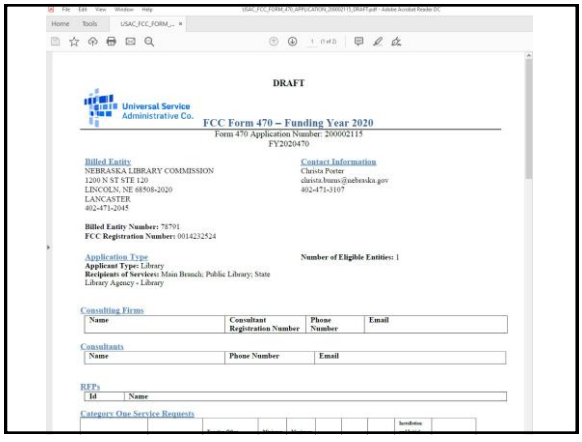
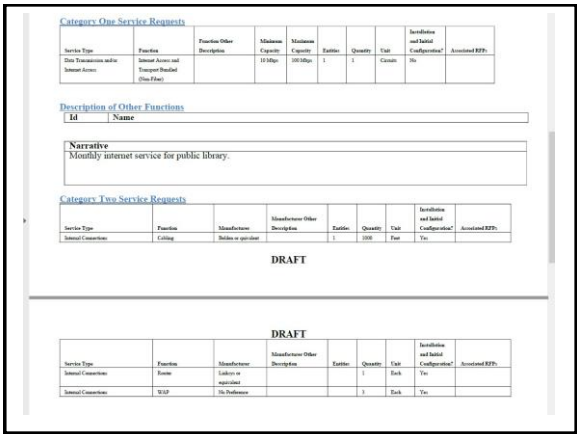
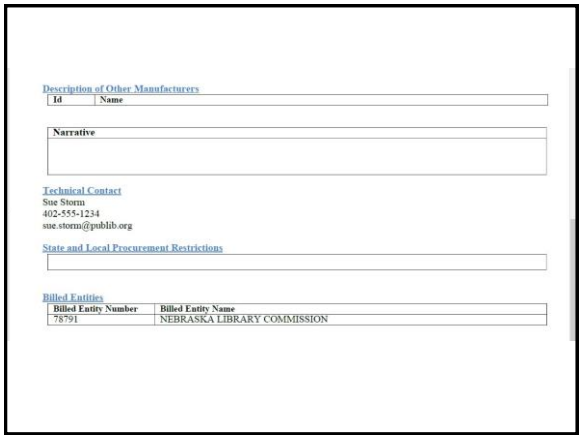
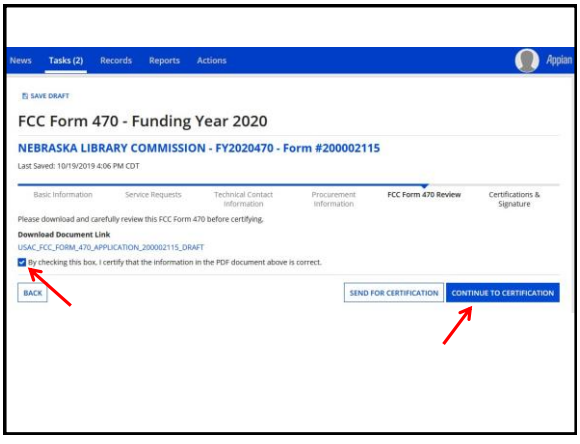
Records
Reports
Actions
SAVE DRAFT
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
Last Saved: 10/19/2019 4:06 PM CDT
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
Please download and carefully review this FCC Form 470 before certifying.
Download Document Link
USAC_FCC_FORM_470_APPLICATION_200002115_DRAFT
By checking this box, I certify that the information in the PDF document above is correct.
BACK
SEND FOR CERTIFICATION
CONTINUE TO CERTIFICATION


DRAFT
Universal Service Administrative Co.
FCC Form 470 – Funding Year 2020
Form 470 Application Number: 200002115
FY2020470
Billed Entity
NEBRASKA LIBRARY COMMISSION
1200 N ST STE 120
LINCOLN, NE 68508-2020
LANCASTER
402-471-2045
Billed Entity Number: 78791
FCC Registration Number: 0014232524
Contact Information
Christa Porter
christa.bums@nebraska.gov
402-471-3107
Application Type
Applicant Type: Library
Recipients of Services: Main Branch; Public Library; State Library Agency - Library
Number of Eligible Entities: 1
Consulting Firms
Name
Consultant Registration Number
Phone Number
Email
Consultants
Name
Phone Number
Email
RFPs
Id
Name
Category One Service Requests


Category One Service Requests
Description of Other Functions
Id
Name
Narrative
Monthly internet service for public library.
Category Two Service Requests
DRAFT
DRAFT


Description of Other Manufacturers
Id
Name
Narrative
Technical Contact
Sue Storm
402-555-1234
sue.storm@publib.org
State and Local Procurement Restrictions
Billed Entities
Billed Entity Number
Billed Entity Name
78791
NEBRASKA LIBRARY COMMISSION


News
Tasks (2)
Records
Reports
Actions
SAVE DRAFT
FCC Form 470 - Funding Year 2020
NEBRASKA LIBRARY COMMISSION - FY2020470 - Form #200002115
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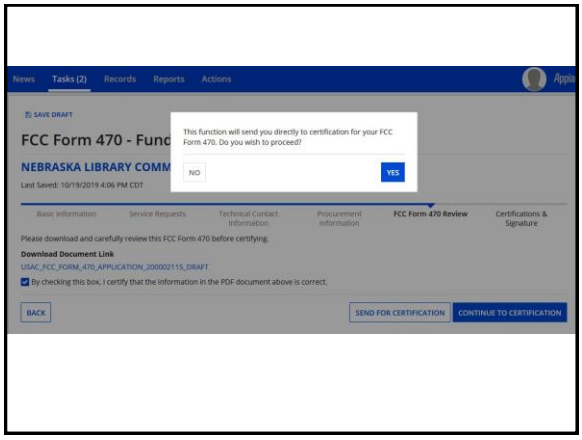
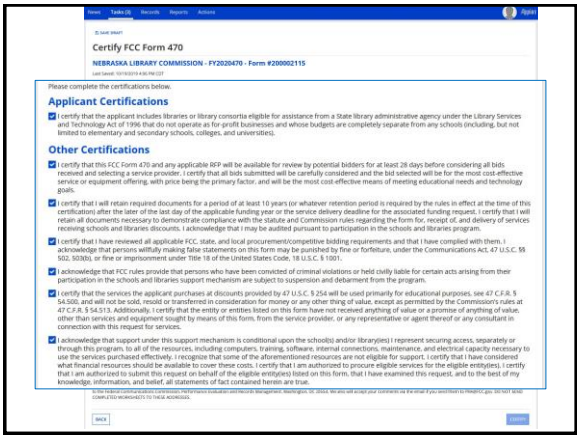
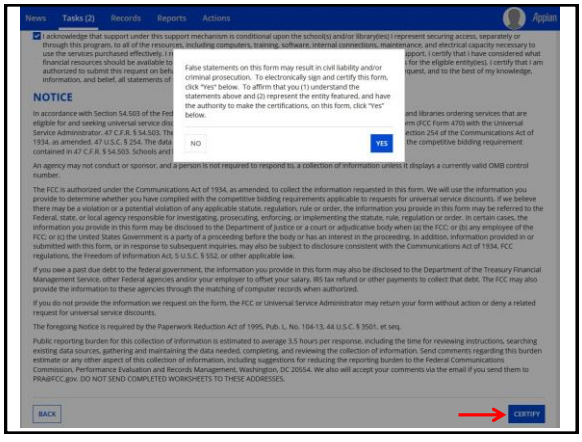
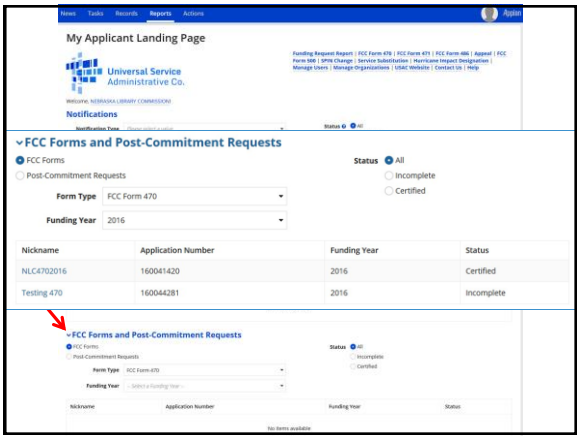
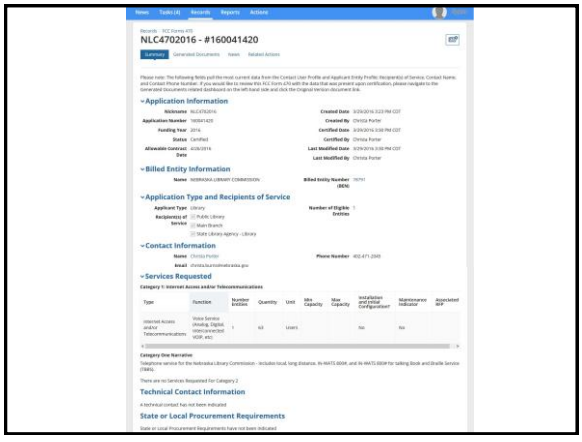
Basic Information
Service Requests
Technical Contact Information
Procurement Information
FCC Form 470 Review
Certifications & Signature
Please download and carefully review this FCC Form 470 before certifying.
Download Document Link
USAC_FCC_FORM_470_APPLICATION_200002115_DRAFT
By checking this box, I certify that the information in the PDF document above is correct.
BACK
SEND FOR CERTIFICATION
CONTINUE TO CERTIFICATION





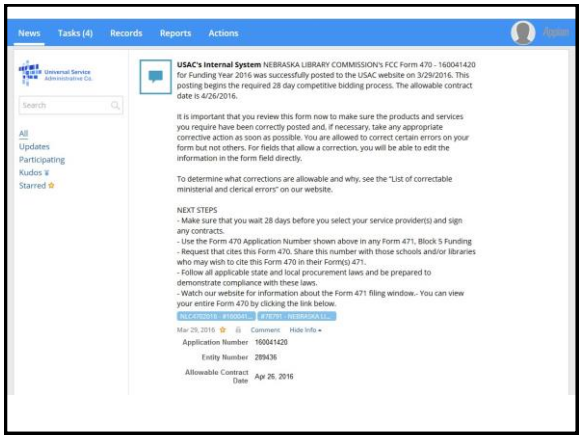






Receipt Notification Letter - RNL

- Letter issued by USAC that summarizes the information provided in the Form 470
- Applicant can use the RNL to make corrections or changes
- Gives the **Allowable Contract Date (ACD)** – the date 28 days after the Form 470 is posted to the USAC website



What is Competitive Bidding?

- Competitive bidding is a formal process to choose the vendors/service providers who provide your products and services
- **Must last at least 28 days from the date you submit your 470** – Allowable Contract Date (ACD)
  - Service providers read your documents and bid on your services.
  - Compare the offers you receive.
  - Select the most cost-effective bid using price of the eligible products and services as the primary factor

111

Competitive bidding

- Must have a **fair and open bidding process**
  - All vendors are treated the same; have access to same information
  - Vendors cannot be involved in your 470
- Must choose most **cost-effective bid**
  - Cost must be primary factor
  - Fully document your bid review process and any decision(s)
    - Record dates of any decisions, actions taken, etc.

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Competitive bidding

Bid Evaluation Matrix *(sample)*

Factor	Points Available	Vendor 1	Vendor 2	Vendor 3
Price of the ELIGIBLE goods and services	30	15	30	25
Prior experience w/ vendor	20	20	0	20
Prices for ineligible services, products & fees	25	20	15	25
Flexible Invoicing: 472 or 474	15	0	15	15
Environmental objectives	5	5	3	2
Local or in state vendor	5	5	5	5
Total	**100**	**65**	**68**	**92**

Existing Contract?

- Applicant has a current contract for service.
- To bring the contract into compliance, post an FCC Form 470 for the services.
- Wait 28 days and then use existing contract as one of your bid responses. You must then evaluate that contract against any other bids you may receive.
- If the existing contract is the winning bid, the E-rate contract is now eligible for funding for the upcoming funding year.

City Pays for the Library's Internet?

- Use Cost Allocation.
  - Separate the library's internet usage from the rest of the city's internet usage.
  - Submit an estimate of the percent of use at the library, or provide actual statistical information.
  - You only apply for E-rate on the library's portion of the internet that is paid for by your city.

One Bid or Zero Bids?

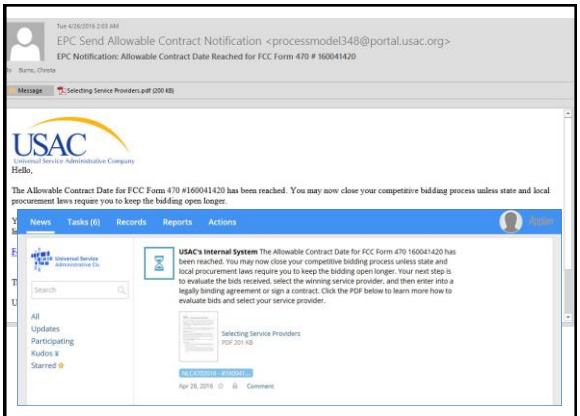
- If you receive only one bid, and it is cost-effective, you may accept it.
  - Document your decision with a memo or email for your records.
- If you did not receive any bids, you can solicit bids.
  - Reach out to vendors in the area.
  - Ask your current service provider to submit a bid or to send you an email stating that they are willing to continue to provide service at your current level and cost.

Competitive bidding

On or after your **Allowable Contract Date (ACD)**, close the competitive bidding process.

Then you can:

- Evaluate the bids received
- Choose your service provider(s)
- Sign a contract **or legally binding agreement**
- Post a Form 471 – BUT, only during the **Application Filing Window**



Form 471

Choose services

471

- Must be filed each funding year

You post a Form 471 to:

- Report information on the service providers and services you have chosen, and the costs.
- Includes discount calculation information including student NSLP counts
- Certify your compliance with program rules

Choose services

471

- USAC recommends communicating with your service provider:
  - If you need help completing technical details
  - To notify them of your desired invoicing method

When to file Form 471?

471

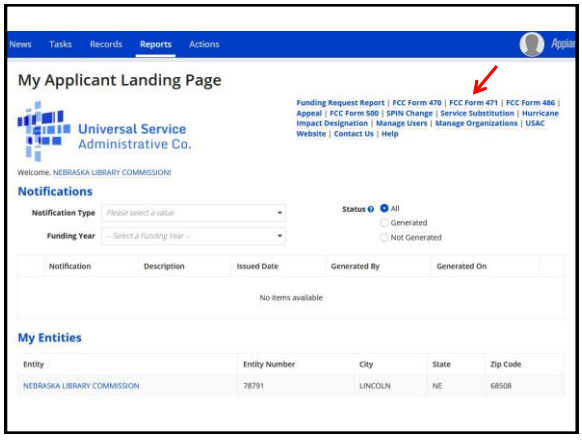
- After the Form 470 has been posted for at least 28 days - ACD has been reached

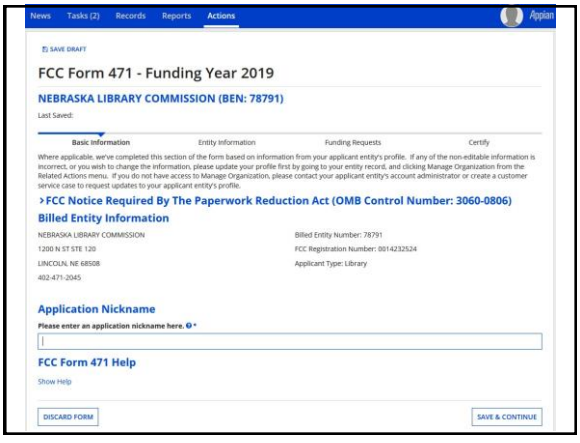
AND

- After contract or legally binding agreement in writing is signed (if the service requires a contract)

AND

- During the Application Filing Window
  - **FY2020 Filing Window for Form 471 – TBA**





Structure of a Form 471 Funding Request

Adding a funding request is a **two-step process**. For each service, you create an FRN (Funding Request Number) and then create one or more FRN line items to provide the details.

FCC Form 471

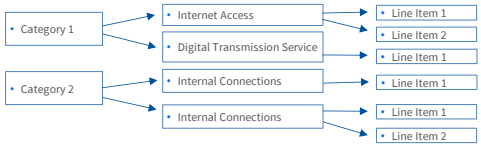
- **Must file a separate 471 for each category of service**

Step 1 – Funding Request

- Add one per service type
- Provides summary information
- Each request is identified by a unique Funding Request Number (FRN)

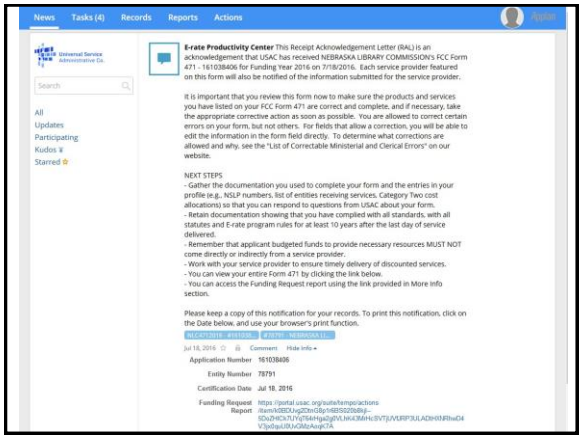
Step 2 – FRN Line Item

- Add one or more per FRN
- Provides details about the individual services or products listed on the funding request



Receipt Acknowledgement Letter

- Letter issued by USAC to the applicant and service provider that summarizes the information provided in the Form 471
- Applicant can use the RAL to make corrections or changes until USAC issues the Funding Commitment Decision Letter
- Applicants can request funding reductions, but not funding increases.



Application review

USAC **reviews your Form(s) 471 to:**

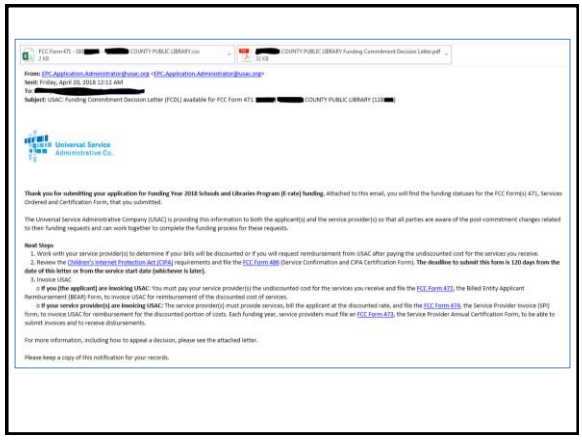
- Check the eligibility of the libraries and their discount levels
- Verify that the services you requested are eligible for discounts
- Give you an opportunity to make allowable corrections to your form
- In some cases, ask for additional verification of your compliance with program rules

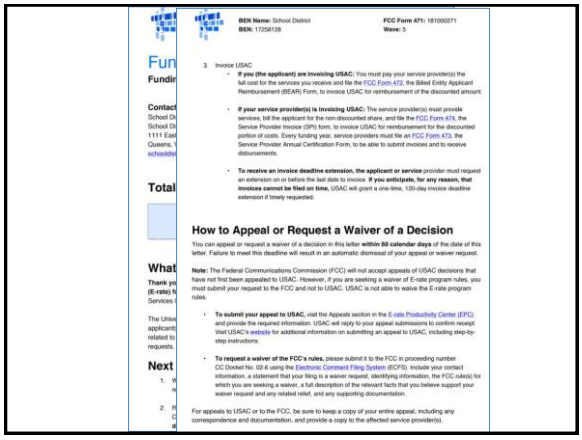
Program Integrity Assurance (PIA)

- **PIA** is the USAC group that reviews and makes funding decisions on program applications
  - You have 15 days to respond to PIA questions.
    - You can ask for an automatic seven-day extension if you need it.
  - To answer inquiries, ask for extensions, or find your reviewer's contact info:
    - Navigate to the FCC Form 471 in EPC.
    - Choose "Related Actions."
    - Choose "Respond to Inquiries."

Funding Commitment Decision Letter (FCDL)

- **FCDL** reports status of individual funding requests:
  - Funded
  - Not funded
  - As yet unfunded (internal connections)
  - Canceled
- May receive more than one FCDL
- Use info on FCDL to prepare Form 486
- If you disagree with a USAC decision, you can file an appeal.





BEN Name: School District
BEN: 17258128

FCC Form 471: 181000271
Wave: 5

3. Invoice USAC

- **If you (the applicant) are invoicing USAC:** You must pay your service provider(s) the full cost for the services you receive and file the FCC Form 472, the Billed Entity Applicant Reimbursement (BEAR) Form, to invoice USAC for reimbursement of the discounted amount.
- **If your service provider(s) is invoicing USAC:** The service provider(s) must provide services, bill the applicant for the non-discounted share, and file the FCC Form 474, the Service Provider Invoice (SPI) form, to invoice USAC for reimbursement for the discounted portion of costs. Every funding year, service providers must file an FCC Form 473, the Service Provider Annual Certification Form, to be able to submit invoices and to receive disbursements.
- **To receive an invoice deadline extension, the applicant or service** provider must request an extension on or before the last date to invoice. **If you anticipate, for any reason, that invoices cannot be filed on time,** USAC will grant a one-time, 120-day invoice deadline extension if timely requested.

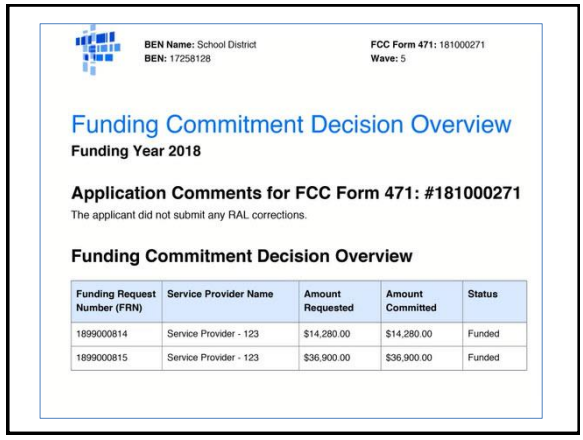
How to Appeal or Request a Waiver of a Decision

You can appeal or request a waiver of a decision in this letter **within 60 calendar days** of the date of this letter. Failure to meet this deadline will result in an automatic dismissal of your appeal or waiver request.

Note: The Federal Communications Commission (FCC) will not accept appeals of USAC decisions that have not first been appealed to USAC. However, if you are seeking a waiver of E-rate program rules, you must submit your request to the FCC and not to USAC. USAC is not able to waive the E-rate program rules.

- **To submit your appeal to USAC,** visit the Appeals section in the E-rate Productivity Center (EPC) and provide the required information. USAC will reply to your appeal submissions to confirm receipt. Visit USAC's website for additional information on submitting an appeal to USAC, including step-by-step instructions.
- **To request a waiver of the FCC's rules,** please submit it to the FCC in proceeding number CC Docket No. 02-6 using the Electronic Comment Filing System (ECFS). Include your contact information, a statement that your filing is a waiver request, identifying information, the FCC rule(s) for which you are seeking a waiver, a full description of the relevant facts that you believe support your waiver request and any related relief, and any supporting documentation.

For appeals to USAC or to the FCC, be sure to keep a copy of your entire appeal, including any correspondence and documentation, and provide a copy to the affected service provider(s).



BEN Name: School District
BEN: 17258128

FCC Form 471: 181000271
Wave: 5

Funding Commitment Decision Overview

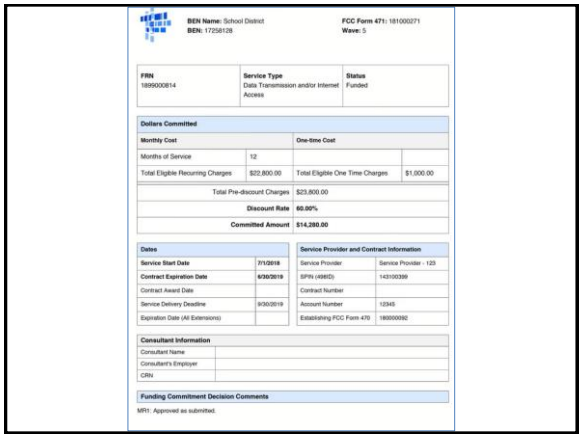
Funding Year 2018

Application Comments for FCC Form 471: #181000271

The applicant did not submit any RAL corrections.

Funding Commitment Decision Overview

Funding Request Number (FRN)	Service Provider Name	Amount Requested	Amount Committed	Status
1899000814	Service Provider - 123	$14,280.00	$14,280.00	Funded
1899000815	Service Provider - 123	$36,900.00	$36,900.00	Funded



BEN Name: School District
BEN: 17258128

FCC Form 471: 181000271
Wave: 5

FRN	Service Type	Status
1899000814	Data Transmission and/or Internet Access	Funded

Dollars Committed

Monthly Cost		One-time Cost	
Months of Service	12		
Total Eligible Recurring Charges	$22,800.00	Total Eligible One Time Charges	$1,000.00

Total Pre-discount Charges	$23,800.00
Discount Rate	60.00%
Committed Amount	$14,280.00

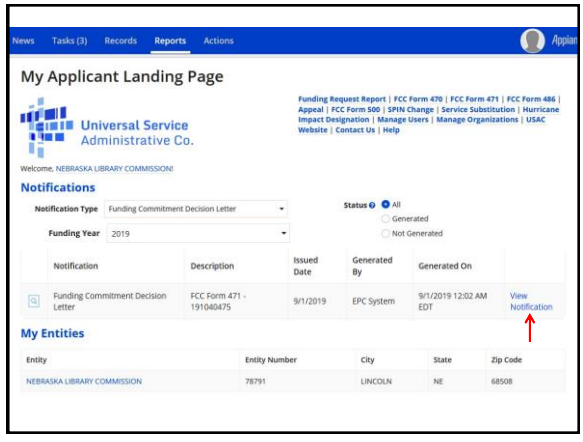
Dates		Service Provider and Contract Information	
Service Start Date	7/1/2018	Service Provider	Service Provider - 123
Contract Expiration Date	6/30/2019	SPIN (498ID)	143100399
Contract Award Date		Contract Number	
Service Delivery Deadline	9/30/2019	Account Number	12345
Expiration Date (All Extensions)		Establishing FCC Form 470	180000092

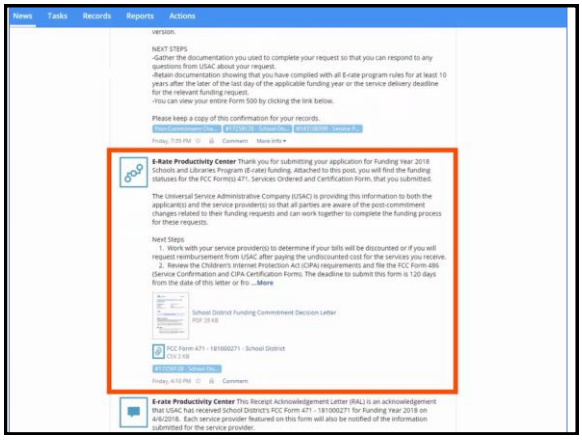
Consultant Information

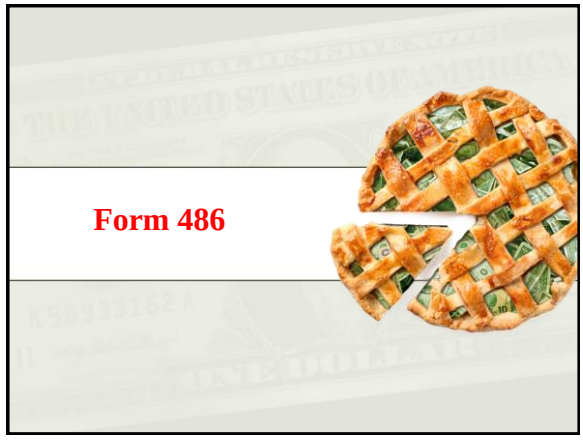
Consultant Name	
Consultant's Employer	
CRN	

Funding Commitment Decision Comments

MR1: Approved as submitted.







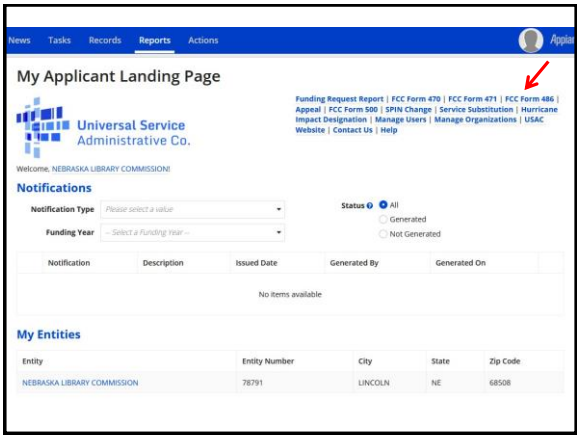
Start services

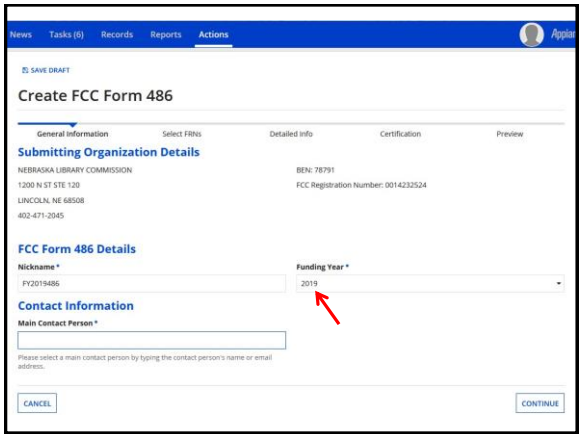
486

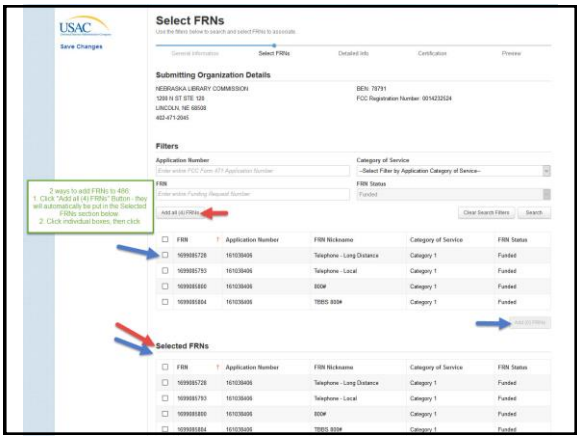
You post a Form 486 to:

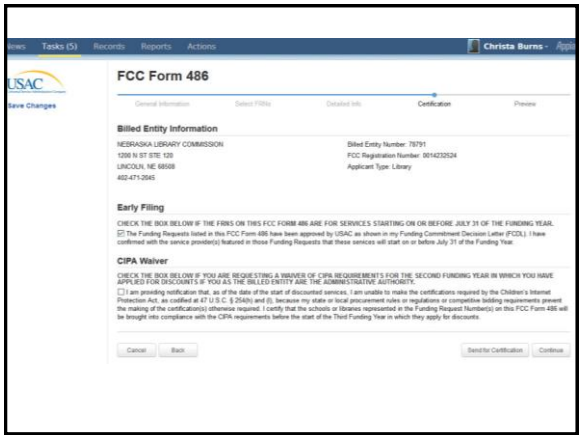
- Notify USAC that services have started and invoices for those services can be processed and paid
- Report your status of compliance with CIPA (if needed)

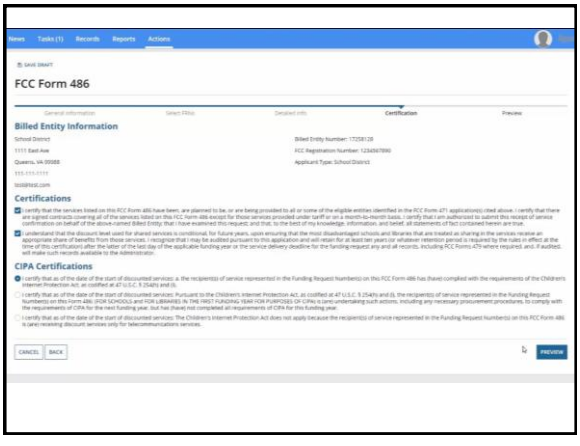
- **All the information you need to complete your 486 is in EPC and auto-fills into the form!**











Deadline

486

- Form 486 deadline is 120 days after service starts

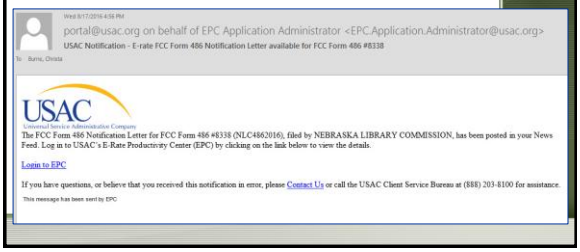
  –OR–

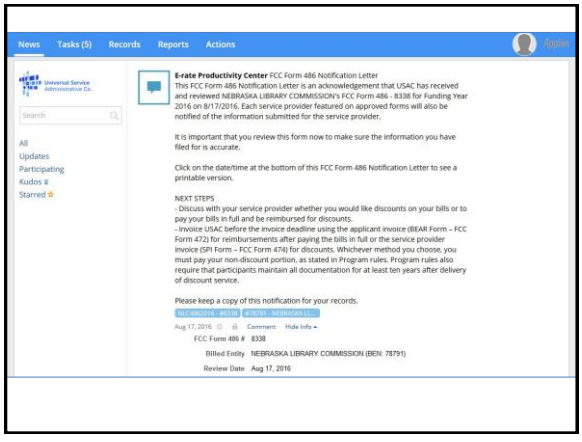
- 120 days after date of Funding Commitment Decision Letter date, whichever is later
  - October 29 deadline for FCDL before July 1

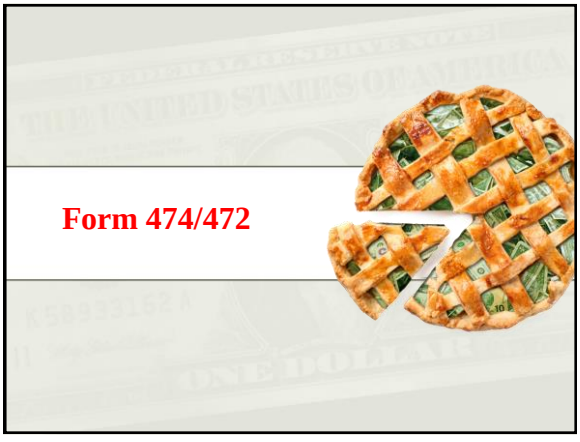
Form 486 Notification Letter

486

Letter issued by USAC to the applicant and service provider after a Form 486 has been processed







Invoicing USAC

Applicants have a **choice of two invoicing methods** to receive discounts:

– **SPI** - Service Provider Invoice - Form 474
  - to receive the discount on your bills

474

– **BEAR** - Billed Entity Applicant Reimbursement - Form 472
  - to receive reimbursement after you have paid your bills in full

472

Invoicing USAC

SPI Form is filed by the service provider after the applicant has been billed for the non-discount portion of the cost of eligible services.

474

BEAR Form is filed by the applicant after they have paid for the services in full.

472

– Form due October 28, 120 days after last service date, June 30

– Or 120 days after date of Form 486 Notification Letter

BEAR payments

472

- As of July 1, 2016, applicants will receive direct reimbursement from USAC.
- Electronic bank transfers only. USAC does not issue checks.
- BEAR Form is not in EPC yet.

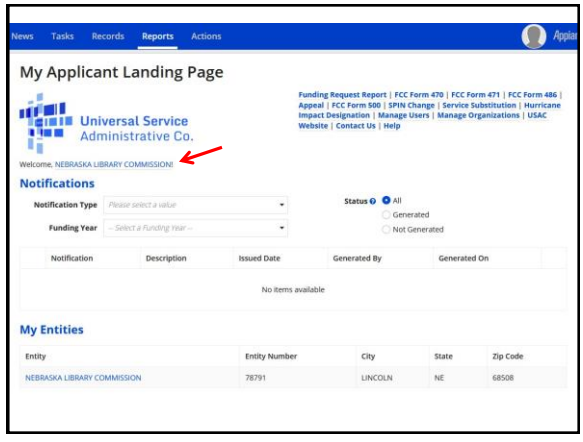
Direct Payment – Form 498

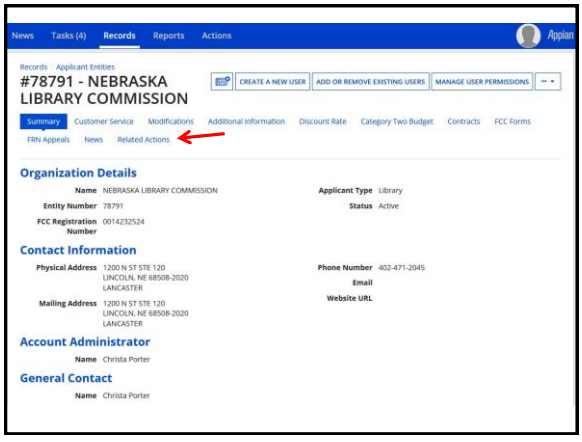
Form 498 – to provide USAC with banking information.

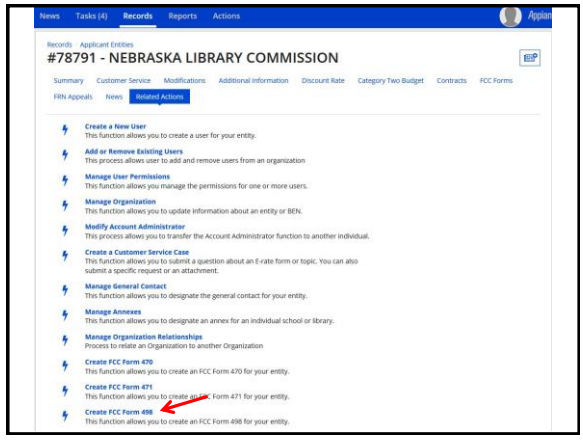
- You must submit the 498 and your bank account documentation before you can do the BEAR Form.
  - Basic banking information: Contact person, Applicant (library) information, Bank account and routing numbers.
- NEW: Will need a **Federal Employer ID Number (EIN/TaxID)** – used for payroll.

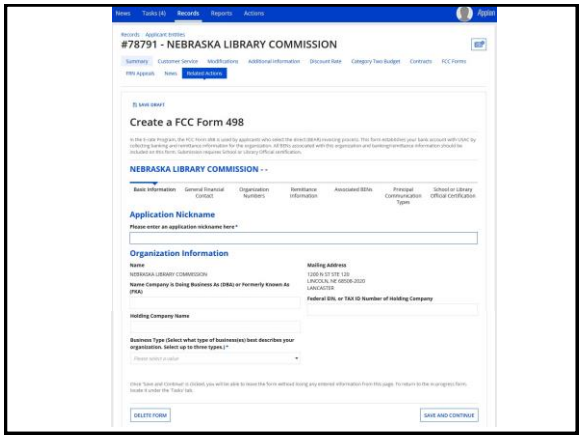
Direct Payment – Form 498

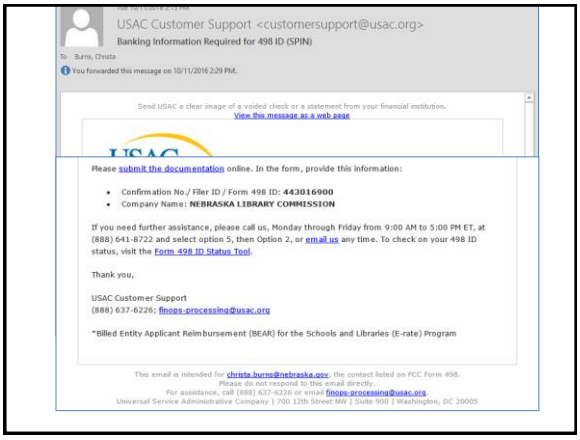
- **NEW: DUNS Number**: Dun & Bradstreet "Data Universal Numbering System" – used to identify business entities.
  - Free to get one if it is required for a federal form - E-rate qualifies.
- Check to see if you already have one: D&B's online D-U-N-S database: https://www.dandb.com/dunsnumberlookup/ or call (866) 705-5711 to speak to a representative
- Apply online through Dun & Bradstreet's website: http://www.dnb.com/get-a-duns-number.html

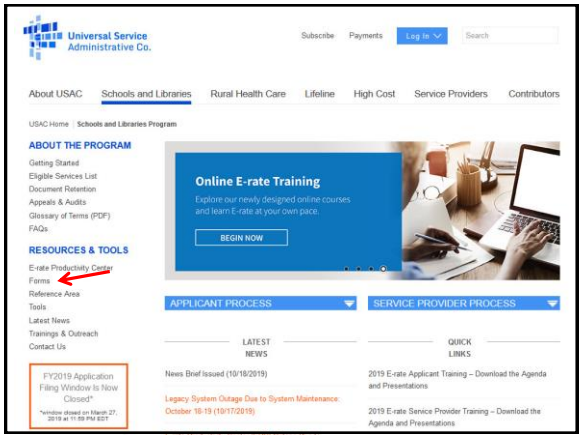


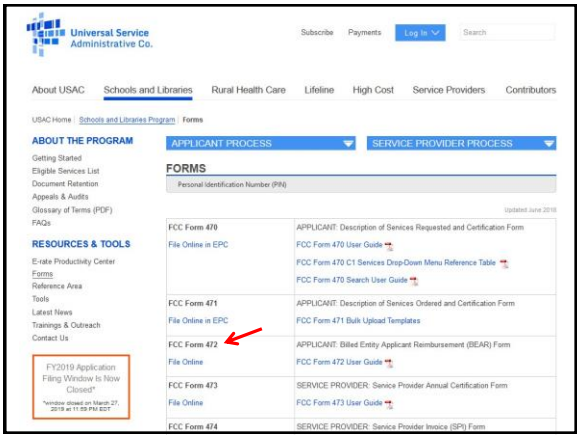


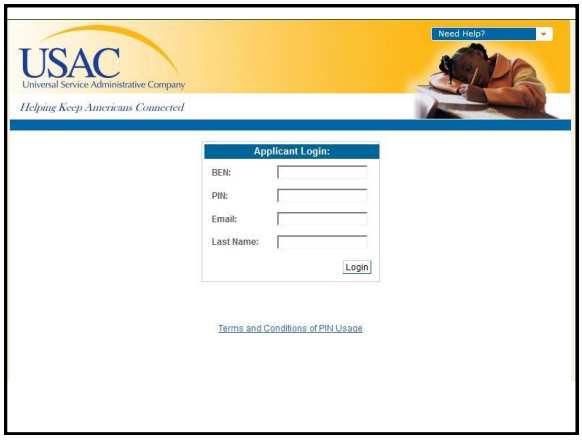






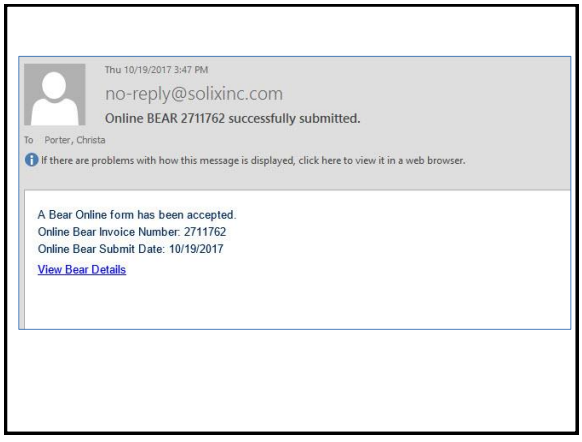




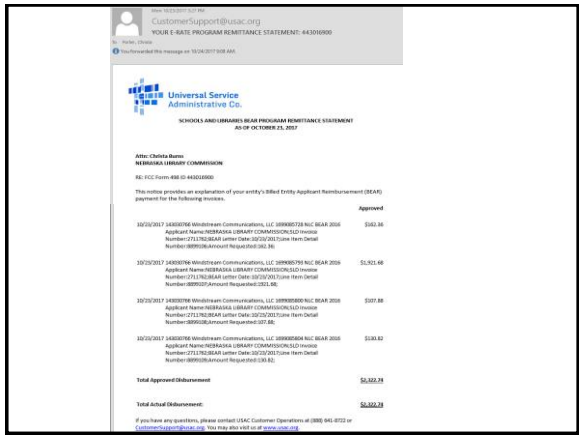


Invoicing USAC - Forms 472/474

- **BEAR Notification Letter** – a letter issued by USAC to the applicant and service provider after a BEAR has been processed
- **Quarterly Disbursement Report** – a report issued to the applicant detailing all invoicing activity (BEARs and SPIs) during the previous quarter


Thu 10/19/2017 3:47 PM
no-reply@solixinc.com
Online BEAR 2711762 successfully submitted.
To Porter, Christa
If there are problems with how this message is displayed, click here to view it in a web browser.

A Bear Online form has been accepted.
Online Bear Invoice Number: 2711762
Online Bear Submit Date: 10/19/2017
View Bear Details


CustomerSupport@usac.org
YOUR E-RATE PROGRAM REMITTANCE STATEMENT: 443016900

Universal Service Administrative Co.

SCHOOLS AND LIBRARIES BEAR PROGRAM REMITTANCE STATEMENT
AS OF OCTOBER 23, 2017

Attn: Christa Burns
NEBRASKA LIBRARY COMMISSION

RE: FCC Form 498 ID 443016900

This notice provides an explanation of your entity's Billed Entity Applicant Reimbursement (BEAR) payment for the following invoices.

Approved

Total Approved Disbursement $1,322.74

Total Actual Disbursement: $1,322.74

If you have any questions, please contact USAC Customer Operations at (888) 641-8722 or CustomerSupport@usac.org. You may also visit us at www.usac.org

Useful Links

SL News Briefs -

- http://www.usac.org/sl/tools/news/default.aspx

Application Process -

- http://www.usac.org/sl/about/getting-started/process-overview.aspx

E-rate Central

- http://e-ratecentral.com/

Funds for Learning

- https://www.fundsforlearning.com/

Getting help

SLD Client Service Bureau (CSB)

– 1-888-203-8100

– EPC – Contact Us link

USAC website – www.usac.org/sl

Online Learning Library:

- https://www.usac.org/sl/about/outreach/online-learning.aspx

166

Questions???

Christa Porter
Library Development Director,
State E-rate Coordinator for
Nebraska Public Libraries
Nebraska Library Commission
800-307-2665
christa.porter@nebraska.gov
http://nlc.nebraska.gov/erate/